

ORGANIZATION MEETING – JANUARY 5, 2016

BOROUGH OF HIGHLAND PARK
TUESDAY, JANUARY 5, 2016

An Organization Meeting of the Mayor and Council of the Borough of Highland Park was held in Borough Hall, 221 South 5th Avenue, on Tuesday, January 7, 2016, at 7:03 PM.

Assemblyman Patrick Diegnan administered the Oath of Office and Allegiance to Mayor-elect Gayle Brill Mittler.

Mayor Gayle Brill Mittler administered the Oath of Office and Allegiance to Councilperson-elect Jim Walsh.

Assemblyman Patrick Diegnan administered the Oath of Office and Allegiance to Councilperson-elect Susan Welkovits.

Mayor Brill Mittler called the meeting to order at 7:07 PM and read the Open Public Meetings Statement.

Rabbi Malomet delivered the invocation.

Present: Mayor Brill Mittler; Councilpersons Erickson, Fine, Foster-Dublin, George, Walsh, Welkovits; Borough Attorney Schmierer; Borough Administrator Kovach; Borough Clerk Hullings.

Absent: None.

The Clerk reported that the Middlesex County Board of Elections had certified the election of Mayor-elect Brill Mittler and Councilpersons-elect Jim Walsh and Susan Welkovits as members of the Borough Council of the Borough of Highland Park, and that they have subscribed to the Oath of Office and Allegiance, they are qualified to assume their duly elected positions on the Governing Body. The Clerk presented each of them with their Certification of Election from the County Board of Elections.

The Mayor re-introduced newly elected Councilpersons Walsh and Welkovits.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilwoman Foster-Dublin, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Walsh, Welkovits.

Opposed: None.

Absent: None.

No. 1-16-01

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Rules of Order dated January 5, 2016, and on file in the office of the Borough Clerk shall be and are hereby adopted as the Rules of Order for this Council for the year 2016.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilwoman Foster-Dublin, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Potts, Welkovits.

Opposed: None.

Absent: None.

No. 1-16-02

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Mission Statement attached to the original of this resolution and on file in the office of the Borough Clerk shall be and is hereby adopted as the Mission Statement for the Borough of Highland Park.

Mayor Brill Mittler called for nominations for President of Council for 2016. Councilman George nominated Councilwoman Welkovits to continue as Council President, and the nomination was seconded by Councilwoman Foster-Dublin.

Councilman George made a motion that nominations be closed and Councilwoman Welkovits be elected by acclamation. The motion was seconded by Councilwoman Foster-Dublin, and carried by the following roll call vote:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Walsh, Welkovits.

Opposed: None.

Absent: None.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilwoman Foster-Dublin, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Walsh, Welkovits.

Opposed: None.

Absent: None.

No. 1-16-03

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Standing Committees of said Council for the year 2016 shall be and are hereby established as follows:

RECREATION AND ARTS	Councilpersons WALSH, George, Foster-Dublin.
ECONOMIC DEVELOPMENT & PLANNING	Councilpersons GEORGE, Erickson, Welkovits.
FINANCE	Councilpersons ERICKSON, Fine, George.
HEALTH & HUMAN SERVICES	Councilpersons FINE, Walsh, Erickson.

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PUBLIC SAFETY	Councilpersons FOSTER-DUBLIN, Welkovits, Fine.
PUBLIC WORKS & PUBLIC UTILITIES	Councilpersons WELKOVITS, Foster-Dublin, Walsh.

BE IT FURTHER RESOLVED that the first Councilpersons listed above for each Committee shall serve as Chair of that Committee.

Mayor Brill Mittler asked each council member to give the annual reports for their area.

Annual Council Reports:

Councilman George reported that 2015 saw significant movement in the area of redevelopment and new opportunities for Highland Park and in Highland Park.

Main Street Highland Park had a very successful year. Their 5K race, run on the morning of the Annual Spring Street Fair, brought out the largest field of runners and participants since its beginning. The 2016 race is already well into its planning stage. The 2015 Street Fair also saw its largest crowd and its largest host of merchants and vendors. Some rough estimates put attendance at 10,000 people.

Arts in the Park 2015 again saw the largest participation by vendors and artists. You would have noticed that more artists, artisans and vendors appeared this year, with more upscale artwork and pieces available. Several artists told me that they had sold a number of pieces and intended to return. Again, rough estimates said that there were nearly 10,000 people at Arts in the Park 2015.

The Farmers Market continues to grow and has had more vendors this year than before as well. There is knife sharpening and music and it is busier than ever.

Main Street Highland Park took on a number of tasks this year, including consideration of plans to expand events and services throughout the Business Improvement District. They discussed a possible Food Truck event along Woodbridge Avenue as well as possible inclusion of Woodbridge Avenue and Route 27 in other events, once discussion takes place with Police and Emergency Services, since planning for such events needs to be done well in advance.

Main Street Highland Park also presented a general idea of a plan to develop the municipal space at the parking lot adjacent to the MSHP location to the Redevelopment Agency. The ideas were received well although they will require a lot of work regarding economic feasibility and financing.

I congratulate Jenni Chapman on concluding her term as Chairman of the Board of Main Street Highland Park. Under her watch, a number of downtown projects were completed or fine-tuned including streetscape and merchant participation, business solicitation and outreach, and liaison with Redevelopment, Borough Administration and the Planning Board. I also welcome Paul Lanaris, the new Chairman, and wish him well during his term. Paul has been participating in Main Street Highland Park for years and has familiarity with not only present and proposed projects, but also budget management.

This was a particularly busy year for the Highland Park Redevelopment Agency as well. The Board of Commissioners along with their new General Counsel re-examined the current Redevelopment Plan, which dates back to 2005, and proposed revisions to the Plan, which reflects contemporary development and redevelopment planning and financing. The Plan dates back before the 2007-2008 economic crisis and the post crisis trends in redevelopment considerations and planning were taken into account, as well as becoming more "user friendly" to developers looking to Raritan Avenue and the Business District as a possible location for new projects. In addition, they took into account the changing demographics regarding the use of commercial and residential space since 2005, particularly in light of the university and hospital industries in next-door New Brunswick and a population more interested in urban options such as walking to work, public transportation and live-work-play locales. That plan should be rolled out for Borough Council review and referral to the Planning Board in accordance with statutory requirements within the next few months at most.

In addition to contacts from a number of developers interested in projects along Raritan Avenue, the Redevelopment Agency has entered into two conditional redevelopment agreements for projects along Raritan Avenue. Conditional Redevelopment Agreements are not contracts or approvals to start projects. They are simply agreements, which promise that the Redevelopment Agency will not negotiate with other developers for a limited period of time while the conditional developers look into property acquisition, financing and other factors, which make their proposals feasible. They will still have to return to the Redevelopment Agency once that initial work is done in order to be designated as Redevelopers for their projects after public hearings are held on their proposals.

As I noted before regarding Main Street Highland Park, the Redevelopment Agency also had a presentation by Main Street Highland Park for some theoretical redevelopment of the municipal parking lot between Second and Third Avenues and made a number of suggestions to make that plan more economically feasible and workable with potential developers.

I thank Dr. Clint Andrews and Ed Guttenplan who have stepped down at the end of their terms from the Redevelopment Agency after many years of service since its inception. Their professional experience and long-term participation with the Agency provided guidance and purpose, and their service is greatly appreciated.

The Highland Park Planning Board saw a number of projects this year brought to the approval stage including the Highland Cliffs application for the former Y site, which will accommodate 23 townhomes including two affordable units, and finalized the Kaplan Merriewood Development on River Road, which was heard in 2014. On a smaller scale, the Planning Board considered a number of applications in 2015, which reflect the continuing interest in Highland Park as the place to live, work, walk, dine and play. These applications included redeveloping existing aged housing stock into multiple properties, rehabilitating and expanding older homes, all the time trying to maintain the nature and quality of our housing stock and our neighborhoods.

The Planning Board also took on the issue of the Rite Aid site, in particular the issue regarding window displays along South Fourth Avenue. This was a contentious issue with no clear avenue of success. Playing into this was the new Rite Aid management business model to house a medical care facility within the existing footprint of the building, which could provide walk in medical care for residents of Highland Park who might otherwise not have access due to transportation or other reasons. However, the Planning Board put Rite Aid to the task of proposing a compromise, which was ultimately accepted

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and approved, involving an agreement with the Mason Gross School of the Arts to curate the windows, which were blocked as an on-going art facility, with time for exhibits guaranteed for Highland Park as well.

This year the Planning Board should begin the hearings on the site plan for the American Properties development along Cleveland Avenue adjacent to the Pulte development. This site was the subject of court action, which resulted in a 2014 court settlement, but the developer still has to present its plans to the Planning Board. As I always do, I once again encourage you to watch the Borough Website for scheduling of meetings to come and see the “nuts and bolts” of the process and express your views and opinions regarding any project being heard by any Highland Park Board or agency.

The Highland Park Zoning Board had a relatively quiet year in comparison to other boards, but still had a number of applications to hear. The Zoning Board’s members in particular showed a creative approach to one application involving placement of sidewalks and driveway access in relation to long-established trees on an older property. Using the guidance of the Complete Streets program, which the Borough adopted, the Board allowed the site to be developed to accommodate both sidewalks and drives with the older trees rather than sacrificing one or the other. Again, the experience and sense of place of the members of the Zoning Board strikes a balance between old and new.

I thank the Chairs of the Planning Board, Redevelopment Agency, Main Street and Zoning Board of Adjustment, Ms. Richman, Ms. Baruh, Ms. Chapman and Ms. Hammond, for both their long term commitment to their boards and for their sense of place and its changing nature as Highland Park continues to grow into the 21st Century. In particular, their continuity and dedication was particularly evident in the reinstatement of the Quarterly Board Chairs Meeting, which I chaired during the year. At these meetings, also attended by administration and the zoning officer, the Board Chairs meet and share what is happening before their Boards, what concerns they may have with the activities of the other Boards in relation to their particular responsibilities, and what Borough Council and Administration projects are pending which may have impact on their relative responsibilities. There has been uniform approval of the work of the Board Chairs Meeting, and a number of municipal improvements have been made to make their processes work better, and to make the Borough work better following their work. In particular, the Board Chairs have proposed at these meetings that the application process for zoning and planning applications be streamlined to be more user-friendly and that resolutions of approval be filed immediately in the Zoning and Construction Offices to insure compliance with approvals as the permitting process begins, sometimes more than a year later. These suggestions are being taken up by the Borough.

The Borough Council and Administration have been active all year in the area of redevelopment. We undertook a review of prior traffic and parking studies and performed an actual on-street study of parking within the Business District to form the basis for further parking considerations in town. The Mayor has requested that a study group begin work on parking in today’s Highland Park, and hopefully that group will be formed and announced shortly with a 2016 delivery date. This is not just about a few parking spaces, but about utilization of public and private space to improve both residential and commercial vehicle flow and control in our town. Parking is a significant factor in both existing as well as proposed uses in municipal development and this focus will help Highland Park determine its needs, wants and limitations for parking uses. Wiser use of space could improve traffic flow, encourage walking and alternative transportation, and become an inducement to further appropriate development.

The Mayor has also called for a study group to formulate recommendations regarding creation of an Arts Center in Highland Park in accordance with contemporary planning and development trends. While the Mayor will address this in more detail, there are federal and state funding projects, which specifically target artist live-work-play space as a desired contribution to municipal health and growth, and I hope that the Art Center group will include a look at those contributions as part of its work.

The Borough has been hard at work to bring together an expansion of the New Brunswick transit Village designation into part of Highland Park, since it is only a short walk across the Raritan to the transportation hub at the train station in New Brunswick and transit village designation brings important economic benefit with it including funding and financing alternatives which facilitate development. A number of waypoints have been reached and with luck and determination, we may have some resolution this year.

So, overall, this has been a very productive year for development in Highland Park. Plans are being proposed by developers who are interested in Highland Park, downtown is seeing the opening of shops and restaurants, people are coming to our local events, and people want to move here and grow along with us. This means 2016 will be a busy year and I hope to be a part of that activity and be a benefit to our residents, taxpayers and those who want to come here and be part of our originality, diversity and history. This is an active Council and Administration and this will be a year of action as well as words.

Councilman Erickson reported that Highland Park is in good shape financially. Over the last year, we have continued to move to make Highland Park more efficient and effective in providing services. We have done some things to increase efficiency such as a continued move from paper to electronic media in agendas and related material; to larger services such as moving from garbage trucks using three person crews to larger containers, which can be emptied mechanically with smaller crews; to more fuel efficient motor vehicle fleets. In addition, this year, with the help of Clint Andrews and Bloustein school students, we examined our capital improvement commitments and plans. Hopefully, this review will result in a more efficient planning and implementation process. With this information, we are in a better position to work with the school district and County to better plan stage capital improvements to lessen the impact of property tax increases. Overall, we have attempted to keep property taxes as low as possible. In Highland Park, we have a problem; we do not have a large commercial or industrial tax base. As a result, our municipal services (which are approximately 25% of your tax bill) are a large burden for our residents. We have and will continue to work to minimize that burden. But in truth, the only solution is for the State to move to fund local services such as education, public safety and transportation. Without State assistance, local governments will be forced to overly burden local residents with high property taxes. The property tax notice postcards you receive in the mail list the assessed value, not taxes paid for your income tax returns.

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Councilwoman Foster-Dublin reported that as Chair of the Public Safety Committee, she oversees the Police Department, Fire Department, First Aid Squad, Emergency Management and the Municipal Court. The Police Department responded to 11,000 calls for service. The semi-annual public safety awards were presented at the June Council meeting to those officers who went above and beyond the call of duty. Patrolman Shiffner and Patrolman Bibby were presented with the St. Paul's Knights of Columbus Life Saving Awards. The Police Chief attends monthly meetings of the Middlesex County Chiefs of Police and keeps the Borough informed of any changes in policing. The Police Department participated in the coordination of the Independence Day Fireworks Celebration at Donaldson Park and the Veteran's Day Parade. They also participated in the Arts Festival and the Street Fair by providing traffic control and security. They attended the Highland Park Conservative Temple Security Committee meetings and meetings with various houses of worship. They conducted two "Cops in Crosswalk" enforcement details and organized their annual National Night Out event, which is the second largest event in Middlesex County. Members of the Police Department attended an NAACP forum, "The Community and the Police – Our Next Steps" and also attended an "Evening of Hope" in remembrance of the Charleston shooting victims. They also attended the annual "Senior Prom" at the Senior Center where they served meals and danced the night away with the seniors. They conducted a town-wide forum with the Highland Park Human Relations Commission; conducted two "Operation Take Back" events where residents had the opportunity to drop off unused or expired medications. They held security drills at the Borough Schools, attended a memorial dedication for fallen officers at the police training center and organized and attended the street dedication for Trooper Anthony Raspa. Lastly, retired Plainfield Police Captain Siddeeq El-Amin will conduct an in-service cultural diversity class, which will focus on the changing composition of neighborhoods that require police officers to interact with various multi-cultural, ethnic members of the community. The Highland Park First Aid Squad responded to 1,002 calls during 2015. They added seven new EMT's to their ranks and 4 new cadets. The Municipal Court handled 6,456 traffic cases and 202 criminal complaints and the Judge performed 17 wedding ceremonies. The Borough decided to pursue collections of unpaid fines last year and to date they have collected \$3,871.14 that was due. Violations Clerk Margarita Guzman retired at the end of December after 13 years of service to the Borough. The Municipal Court will miss Margie, but welcome Nicole Marques who will begin her employment next Monday, She is a recent graduate of Kean University and did an internship this year with the Middlesex County Drug Court. The Office of Emergency Management expanded its level of service in 2015 with the creation of the Borough's first Citizen Emergency Response Team (CERT). Thirteen volunteers from the community, with a wide range of experience and talent, participated in the 20 hour training course provided by Coordinator Polos and Sergeant Olarra. The CERT Team has been actively involved in municipal events including the Arts Festival, the Fourth of July Celebration, Home Football Games, Trick or Treating on Raritan Avenue and the Veteran's Day Parade. Their services were requested to assist at the large fire in North Brunswick last year. The Office of Emergency Management also obtained a Gator six wheel drive vehicle from Middlesex County to be utilized at park and offsite locations to transport personnel. In 2015, the Highland Park Volunteer Fire Department responded to over 500 calls for service within the Borough and surrounding towns. They added new members, promoted members, provided training to members, and interacted with the community throughout the year. The calls for service they answered ranged from simple smoke alarm malfunctions to working fires. Here are some examples of calls they responded to in 2015: 122 alarm system malfunctions; 58 fires ranging from brush fires to structure fires; 52 incidents involving residential and commercial electrical problems; 28 service/good intent calls; 26 false alarms; 16 mutual aid calls; 6 extrication/rescue calls and 300+ other calls for the specialized services that they provide to the residents of Highland Park. During the year, they made rescues that ranged from the simple to more technical in nature. In the early summer, they were called to Denison Street for a child with his leg stuck in the back of a chair. The firefighters, using their equipment and training, extricated the child's leg from the chair using a saw. Later in the summer, they are once again called to Denison Street for a more advanced technical rescue, a roof rescue. They are tasked with removing an injured and immobile roofer from the roof of a 2 ½ story house utilizing the ladder track. The firefighters involved were recognized by the Highland Park Knights of Columbus for the lifesaving efforts. The Highland Park Volunteer Fire Department also responded to many calls for service to neighboring towns. Most notably, Truck 3 responded to the fire in North Brunswick for two operational periods during the fire suppression operations. They also provided coverage for other towns while they were out of service paying respects to their fallen members. In 2015, the Highland Park Volunteer Fire Department accepted six new probationary firefighters to their ranks and promoted two probationary firefighters to firefighters. They provided their members with many diverse training opportunities during 2015. The members went to the Middlesex County Fire Academy for live burn fire training exercises twice. They also provided in-house training and an 8 hour extrication refresher course. They were able to put the new Rescue truck into service, which is their primary response vehicle for motor vehicle extrication calls. They also participated in community events in town such as the 5K/Street Fair Event, the Arts Festival, National Night Out and the Christmas Tree Lighting. Lastly, she thanked all the members of the public safety team that worked tirelessly in keeping Highland Park safe. Their hard work and dedication to Highland Park stands supreme.

Councilman Potts reported that he is former Councilman Gary Potts and he served as the Chairman of the Arts and Recreation Committees in 2015. It was a pleasure to work with Mayor Gayle Brill Mittler, my fellow council members, former Mayor Gary Minkoff, and all of the Borough Hall employees. The Office of Recreation offers various programs, activities and events throughout the year that appeal to a wide range of people throughout our community. In addition to youth sports and activities, we offer adult sports, activities and community events. During 2015, over 2000 participants and their families were involved in our recreational programs and activities. We offer team sports seasonally, soccer in the fall, basketball in the winter, and baseball and softball in the spring. We have continued to have increased participation in our programs. This increased participation and success is a direct result of the incredible support and dedication from our coaches. We are so grateful to the many coaches who volunteer their time to work with our youth. The Office of Recreation employs seasonally, youth from our community, many of whom grew up participating in our programs, who work as referees, score keepers and umpires. This year, our Youth Theatre Program presented Annie Jr. to a full house at the Highland Park High

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School Auditorium. The group of performers, who range in the age from 8-16 years old have been rehearsing throughout the fall, to bring you a performance of Shrek Jr., to be held at the High School Auditorium on January 14th and 17th. The Highland Park Summer Day Camp and Sports Camp had more than 300 campers from Highland Park, nearby towns, as well as International students. The day camp children participated in several activities including pool visits, arts and crafts, music, sports, Chinese, cooking, science, day trips, and much more. In addition to the day camp, a teen camp was added where many international students attended. The sports camp held weeks in basketball, baseball/softball or track, wrestling or tennis, soccer and football or volleyball. All had tons of fun and the program was financially sustainable. We have just been approved for a grant through the Doug Flutie Foundation for Autism that we will use to provide an inclusive summer camp for those with Autism. Our Adult Recreational programs include classes, which run on 10-week sessions – Israeli Dance, Step Class, Tai Chi, Volleyball, table tennis and Basketball. We offer an Adult Softball League for Women, which fielded several teams, and an Adult Co-Ed Softball League, which also fielded several teams. The Recreation Advisory Committee meets quarterly on Monday nights at 7:00 p.m. at the Senior/Youth Center. The purpose of the Recreation Advisory Committee is to offer suggestions and input regarding future and current programs and activities that would enhance youth and adult recreation and the quality of life of the residents of Highland Park. You are invited to attend to find out more information about this committee and becoming a member. We currently have two adult and two youth positions open. If you are interested, please fill out an application to become a member of the commission, found on the Borough website. The Mayor's Teen Advisory Committee has continued their activities. The TAC is a committee dedicated to creating fun activities and having a positive influence on the teens in Highland Park. 2015 was not a super active year for the group but it is my hope that in 2016 they can become more active going forward. The Borough provided an Independence Day Fireworks Celebration that brought thousands of local residents to Donaldson Park for an evening of music, activities, food and fireworks. We had local vendors, presentations by youth and adult groups, bands played until dark when the sky was filled with a wonderful fireworks presentation. This year we needed sponsors to help provide monies for the event so I want to thank the many contributors that helped make the event a success. On December 25th, the Borough held a holiday dinner where many guests attended. We would like to thank the many volunteers and sponsors who make each year's Christmas dinner such a wonderful event. There was a fantastic dinner, live music, gifts and a visit from Santa. The Borough of Highland Park – Department of Community Services/Office of Recreation would like to thank the many local businesses for their generous sponsorship of our programs. 2015 was a very successful and productive year for our over 1500 senior members registered with our center. This includes a number of seniors who reside outside of Highland Park that participate in our programs. Our members enjoy a variety of daily activities, programs, local outings, shopping trips, special presentations, workshops, monthly luncheons, parties, educational and health related programs and lecture series. This year, we had a tremendous amount of support from our local businesses. Many local restaurants sponsored, contributed or provided us with discounts for our monthly luncheons. Aposto, Dish Café, Dunkin' Donuts, Park Deli, Pithari Taverna, Sultan Wok, Adolfo's, Elijah's Promise, Stop & Shop's generosity and level of support help to make our luncheons and programs a success! Each monthly luncheon is attended by over 120 seniors. Our Seniors have enjoyed trips to Hunterdon Hills Playhouse and Paper Mill Playhouse to enjoy afternoon matinee's and dinner theatre, daily trips to Smithville, Delicious Orchards, Grounds for Sculpture, Princeton Museum, Long Branch Beach Trips, and Quarterly trips to Atlantic City to name a few. In June and September, our seniors enjoyed a free spring concert to see "The Cameos & the Dupree's" and in the fall enjoyed "The Early Days of Rock & Roll" at the PNC Art Center as part of a free senior's concert series. Our Highland Park senior members have access to free local transportation all around town Monday through Friday from 8:30 a.m. until 3:30 p.m. and medical appointments out of town Monday through Thursday from 9:00 a.m. until 2:30 p.m. Our in-town transportation service provides between 15-25 rides per day and our Out of Town transportation accommodates 3-6 medical rides per day. We host a number of exercise classes held at the Center what are extremely beneficial and popular with our members. They include Body Recall, Exercise with Donna, Chair Yoga, Tai Chi, Rhythm & Movement, Healthy Bones and Health Ease. Many of these exercise programs are free to our members. The \$1.00 per class fee that was implemented in 2012, continued in the year 2015 with classes that have a paid instructor. These fees will remain the same in 2016. On June 17, 2015, we had our 11th annual "Dancing under the Stars" Senior Prom. This is an evening that everyone looks forward to all year long. Over 140 participants danced the night away and enjoyed a sit down dinner. Our special guests were members of our very own Police Department and Borough Hall staff that assisted with serving and dancing. At the end of the night when the polls were in, we crowned our 2015 Prom King and Queen. This event was sponsored and funded by the Highland Park Municipal Alliance. In 2015, our center partnered with the Rutgers University Mason Gross School of Arts to provide three very special studio recitals in May, August and December for our seniors. These performances were very well attended. Our Afternoon Movie program has become a huge hit with our members. An average of 30 seniors attend each movie that is shown 2- 3 per month. Members of our Council on Aging met five times this year. Meetings were well attended and much was accomplished in 2015. In 2015, the Highland Park Senior/Youth Center continued using the "MySeniorCenter" Program. A large touch screen monitor is located at the reception desk along with a scanner for the key tags. When the key is scanned, the monitor will allow the senior to see what type of activities and programs are happening at the center that day. This system also has a program that allows us to register seniors who speak a different language the ability to view all information in the language that they use. The "MySeniorCenter Program" also helps keep a better track of how many seniors are accessing our facility. Our senior outreach/social worker served 260 clients over 2,010 times in 2015. This year our part-time social worker, Nicole Huff, became a full-time position for our community. She has coordinated many programs and classes, which have benefited many people. In the upcoming year, our department will research and apply for new grants that will help the community and the Borough such as a new bus for out of town transportation, and starting some new community projects. I would like to extend a special "thank you" to Kim McGraw, Andrea Baay Nicole Huff and the rest of the Senior/Youth Center staff for all of their hard work all year long. In closing, the programs that run out of the Office of Community Services are self-sustaining. We look forward to continuing to provide quality services and programs to enrich the lives of the Highland Park community. I wish my best to Jim Walsh who will begin overseeing the areas on council that I have had for the past three and a half years. I

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want to thank the residents of Highland Park for their support and it has been an honor and a privilege to have served this community since July 2012. May all of you have a happy and healthy new year!

Councilman Fine reported that in 2015, as Chair of the Borough's Health and Human Services Committee, he had the great opportunity to work with volunteers who are dedicated to enhancing the quality of life in our wonderful Borough. After many years as Chair of the Highland Park Community Food Pantry, Beth Leech, who enabled the Community Food Pantry to flourish as demand grew, passed the baton to Janice Ballou. Before moving on, Beth and the Community Food Pantry Board established a new organizational structure, and the Food Pantry successfully provided nearly 10,000 bags of food to more than 300 families in 2015. The Highland Park Board of Health and its Chair, Diane Heimlich, helped introduce an ordinance banning sale of tobacco and electronic smoking devices to people under 21, which was adopted by the Council this past April. The Board of Health also passed resolutions recommending that students be allowed to get more sleep and recommended a school start time no earlier than 8:30 a.m., and a resolution recommending a school policy requiring physical activity of at least 225 minutes per week. Both school related resolutions, the Board of Health hopes to discuss with the new Superintendent, Dr. Scott Taylor. In December, the Board of health passed a resolution recommending that the Council adopt an ordinance that will require the 12 stores that sell e-cigarettes in Highland Park to be licensed, and passed a resolution requesting that the Council take action for the public's health, welfare, and promote common sense gun reforms. The Human Relations Commission, under the leadership of its Chair, Ashton Burrell, sponsored a successful Public Forum with the Highland Park Police Department this past October, as Councilwoman Foster-Dublin mentioned, to enhance communication between Highland Park residents and local law enforcement. The Commission established an Annual 9/11 Day of Discussion Task Force that will seek ways to honor the heroes and recapture the way America came together after September 11, 2001. The task force will be chaired by Greg Trevor and Allison Salerno, who hope that Highland Park's initiative will inspire a National Day of Discussion leading Americans to seek ways to find common ground across political, religious and cultural divides. The Human Relations Commission has also been hard at work preparing for the Reverend Dr. Martin Luther King, Jr. Day event that will take place on Monday, January 18th at the Highland Park High School Auditorium featuring Sarah Collins Rudolph, the survivor of the 1963 church bombing in Alabama and the presentation of a Humanitarian Award to Highland Park's own Sharice Richardson. The Commission for Universal Access, under the leadership of its Chair, Diane Feldman, passed a resolution recommending that that Council adopt a resolution recognizing the 25th anniversary of the Americans with Disabilities Act (ADA) and recommitting to full implementation of the ADA, which the Council did. In recognition of the 25th Anniversary of the ADA, the Commission sponsored an hour of activities with the Police Department at National Night Out this past August. Andrea Baay, the Borough's Recreation/Arts Program Coordinator wrote a winning \$8,000 grant proposal to the Doug Flutie, Jr. Foundation for Autism, as former Council Member Gary Potts mentioned, for the expansion of the Borough's summer day camp to be all inclusive and support ASD children. The Library Board of Trustees and its Chair, Marc Mappen, continue to work to ensure that the Highland Park Free Public Library is one of the Borough's greatest resources. Redevelopment of Highland Park's downtown by two conditional redevelopers for parcels along Raritan Avenue between North Adelaide Avenue and North Second, mentioned earlier by Councilman George, will hopefully include a new home for the Library with mezzanine space on the ground floor of a new four-story building, as well as many new public parking spaces in the rear of the site. In 2015, the Highland Park Affordable Housing Corporation was established to oversee the Highland Park Housing Authority. The Highland Park Affordable Housing Corporation is a non-profit corporation whose purpose is to improve the quality of residential life for low and moderate income persons; to obtain grant funds to build or renovate affordable housing; and to manage/operate affordable housing properties. In 2015, the Mayor's Wellness Campaign, under the leadership of Dr. Clifton Lacy, worked to meet the criteria to make Highland Park the first Heart Safe municipality in New Jersey, which we hope will be accomplished in the first quarter of 2016. I want to thank all Highland Park residents for giving me the awesome opportunity to serve you. Please know that as I served on the Council in 2015, moving forward, I remain committed to enhancing the quality of life of Highland Park residents, and exploring ways to stabilize property taxes, encouraging mixed use development in downtown Highland Park, and focusing on preservation to protect our environment. The Highland Park Food Pantry does not receive any local tax dollars. Donations may be made payable to the Borough of Highland Park with "Food Pantry" in the memo field, and mailed to HPC Food Pantry, 220 South 6th Avenue, Highland Park, NJ. If you would like to volunteer for the Food Pantry, please call 732-819-0052 or send an email to highlandparkfoodpantry@gmail.com with your contact information, tasks you would like to help with, any special skills you have, and the hours you are available.

Councilwoman Welkovits reported that she is delighted to begin her 2nd full term on Borough Council. She thanked everyone who came out to the polls and voted and to all who supported her and her running mates throughout the entire campaign. She took a moment to thank Senator Barnes, Assemblyman Diegnan, Assemblywoman Pinkin, Freeholders Tomaro, Valenti, Kenney and Armwood, and Sheriff Scott, all of whom have shown her their enormous support of the issues and concerns of the governing body, our residents, and the businesses that make Highland Park our home. She thanked Gary Potts, it was a pleasure to have run with you 3 years ago and to have served with you. She will continue for another year as Council President, and for that, she thanked the Governing Body for electing her. It has been an absolute pleasure to work with all of you in the past, including our newest councilperson, Jim Walsh, and I look forward to accomplishing even more in 2016. She also thanked the Mayor for her motivation and for helping them set realistic priorities and goals. She will continue as Chair of the Public Works and Public Utilities Committee and as liaison to the Environmental Commission, Sustainable Highland Park, Shade Tree Advisory Committee, Complete Streets Advisory Committee, the Board of Education and the new Government Data Task Force. In her roles this past year, she learned a lot and she is eager to share some of this information. Did you know that between our Public Works Department Head Don Rish, our two Foremen Frank Troy and Mike Wiczorkiewicz, together share nearly 110 years of collective expertise and experience in Public Works? This level of experience, competency and consistent efforts to seek out the best, new solutions to minimize cost and maximize efficiency directly benefits everyone in the Borough. They and the crew deserve our utmost respect.

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They are behind the scenes at every event in town: street fairs, Independence Day, earth day...every day that you can call in a snow day, our DPW is hard at work, usually on the overnight. We are an old town with old infrastructure, and in the middle of the night should a water main need repair, they are the ones on the scene so that we can have clean water to make our morning coffee. When it was time to invest in a new garbage truck, it was their level of expertise and competency that recommended we purchase the automated garbage collection truck. Through careful training the past year, the job has gone from a 3-man operation to 1 individual driving the truck. The other crew members are being re-focused to other jobs, such as line painting, facilities & grounds maintenance. The automated truck is a successful addition to the garbage collection fleet. It may not be for all streets, but it's been working for most. In the 1st quarter, we will add parts of the Northside to that route. Residents will be properly notified and given a large 96-gallon toter. If you recycle, which I will talk about next, this toter should be sufficient. Should you still find a need to purchase another toter, we can advise you where to get one. Did you know that Middlesex County is the state's top recycler? And did you know that more than 25 years ago, NJ paved the way by adopting the nation's first statewide mandatory recycling law? In addition to the obvious benefits of helping our environment and conserving resources, recycling saves money and can even generate revenue, depending on market conditions. In 2015, we carted 3,456 tons of trash to the landfill, this down about 90 tons from the year before. And it's expensive, at a cost of \$66/ton. Meanwhile, our recycling was about the same as the year before at 1,292 tons, but this was at NO cost to us. This is why we provide recycling pick-up weekly, why we encourage it, and why, as a community, we need to do even better. I would like the top of everyone's New Year's Resolution List to say 'Recycle More"! We also provide leaf bag pick-up, which is delivered to the County compost site and in 2015, we picked-up 237.6 tons at \$28.88/ton, a fraction of the cost of landfill fees. And as a courtesy to our residents, we provide Bulk pick-up several times a year, whereas other towns merely have a drop-off and voucher system. Please check the website for which items are recyclable and which can be put out for Bulk, and please check the website and your new magnets for the 2016 pick-up schedules. Let's all do our best and cut down on our trash and recycle more. Did you know that in 2015 we filled more than 3,000 potholes using 63 tons of asphalt? We purchase hot asphalt by the ton, for immediate use. At present, our vendor is closed until mid-January, as part of their annual facility maintenance. Weather permitting, when they re-open we will be buying more, and filling more holes. Did you know that we schedule 2 tree plantings on Borough right-of-way each year? 17 new Borough trees were planted in the fall, and we plan to plant nearly 50 trees in the spring. If you would like to request the Borough plant a tree on the right-of-way in front of your property, please submit a request form, found at Borough Hall or on our website. Our dedicated volunteers on the Shade Tree Advisory Council use their well-researched knowledge to pick the best species for street tree, while DPW manages the Tree Maintenance. DPW prunes what they can, but for everything else regarding trees on the Borough right-of-way, we use a licensed arborist, to determine the extent of pruning and the health of our trees. The arborist, with their expertise and special equipment, prunes the taller trees and determines if any trees should be classified as Hazardous. Highland Park is proud to have been designated a Tree City for each of the past 25+ years and we only allow for Borough tree removals if the specimen is unhealthy and determined to be hazardous. To help ensure this practice, in 2015, I personally rewrote the procedures for how tree maintenance and removal requests are processed. There are 2 components to Tree Maintenance, 1) Borough trees, and 2) trees on private property. Linda Monte in DPW keeps thorough records of all requests for tree prunings and removals of Borough trees. Twice each month she sends me her file, which I then forward to our Shade Tree Advisory Council. They are welcome to visit each and every site and provide comment. Our licensed arborist, however, would have final say should he deem a tree to be hazardous. Part 2: Every single request by a resident to remove a tree from their private property is also emailed to me, and I personally send it to STAC, which then has a week to visit the tree and the neighbor to discuss replacement options or alternatives. I might add that utility companies like PSE&G and Verizon, have rights to clear their lines, and unfortunately, we have no say in this. Did you know that in 2015 within Highland Park, we have seen more than \$14 million in new construction & renovations by homeowners, which in turn, improves our entire community? Code Enforcement, now under Scott Brescher, processed a total of 792 permits and including 65 new construction certificates of occupancy. This is an increase in permit fees of 35% from 2014. We have also noticed a 5-fold increase of violations to contractors to make sure they are doing the work correctly and safely for our residents and to assure resale values. Did you know that every engineering plan submitted to our Planning Board and Zoning Board gets reviewed by our Environmental Commission and Shade Tree Advisory Council, for their comments? Highland Park prides itself on our environmental initiatives, and no planned development or building will go without their scrutiny. Thanks to Chair Michael Rosenberg and Vice Chair Allan Williams of the Environmental Commission, and Chair Carol Avelsgaard and Vice Chair Karen Swaine of the Shade Tree Advisory Committee for their efforts. In 2015, through the Environmental Commission and then through Borough Council, we passed resolutions for the following: A Resolution for the State to Review New Jersey's Water Supply Management Act which calls for a review every 5 years, yet 1 hasn't been produced for nearly 20 years, this during a time of large development and growth in NJ. I would like to thank Assemblyman Diegnan, who immediately forwarded the Resolutions from Highland Park, Edison, and other municipalities up to the Assembly Environment and Solid Waste Committee, with his own impassioned cover letter. A Resolution to ban fracking waste and by-products from our town: these cancer-causing toxins will not be used as deicers on our roadways. The resolution has since been taken up by several other towns throughout the state. A resolution in support of the NJ Highlands coalition and their efforts to maintain clean water supplies from which Highland Park gets up to 20% of our water from. A resolution to support and partner with the Lower Raritan Watershed partnership, to continue to clean up our river. We have also submitted a proposal for a National Trails grant, which has not yet been announced. The purpose is to continue to maintain our wonderful Meadows Trails, which are down by Valentine & S 5th, and our new river trails by the Environmental Center on River Road. I would like to especially thank our dedicated Meadows Trails volunteers, this small group of 14 members who are behind the scenes keeping our trails beautiful and safe. You may also have noticed new kiosks for the Environmental Center and Native Plant Reserve, which are filled with interesting information on our local environment and plants. She thanked Mary Denver and Belinda Beetham for their efforts with the Native Plant Reserve. We received a Complete Streets Bronze award from the NJDOT and the prestigious Complete Streets Excellence award at the 2015 NJ Complete Streets Summit. You can watch the video of Highland Park scenes on our

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website. Not only have we received awards, but also grant money from Safe Routes to Schools for the full cost of a new lighted crossing by Bartle and the new Public Safety building. We have continued to organize the annual Walk Your Child to School Day, and encourage all residents: pedestrians, bicyclists and drivers to share the roads safely. Thanks to Peter Bilton, Chair of the Complete Streets Advisory Council. Through the Sustainable Highland Park group, we have just rolled out our new Smart Homes, low-cost comprehensive home energy audit with Ciel Energy, who we partnered with 4 years ago. Ciel will also review the results and let you know about financing options for any upgrades you might want to pursue with them or the contractor of your choice. In April, our volunteers held another very successful Earth Day celebration, with food, music and exhibits. More than 400 people attended. We have an active student Green Team, mentored by parent Irene Marks, and students Sara Liebau and Hailey Conrad. The minute Sustainable Jersey for Schools was announced, they registered our 4 public schools, and each school was awarded a \$2000 startup grant. Following that, the middle and high schools were then each awarded another \$2000 to purchase water bottle refill stations, which cuts down on students spending to buy bottled water, and the waste of plastic bottles. These are also the students of Highland Park Enrich who won a Park Partners grant and ran a documentary film series on environmental issues. In 2016, we plan to apply again for recertification to Sustainable Jersey for Silver level. Thanks to Sustainable Highland Park Chair, Teri Jover. We are constantly making upgrades to our Borough. We are installing a new brine machine, which will make brine to be used to pre-treat roads to reduce icing. This method also allows us to treat the roads in anticipation of a storm and during daytime, with the potential of reducing overtime hours at night. We have started to install new roofs for the library and senior center; both projects should be completed by spring. We were awarded a grant after Hurricane Sandy and we will be installing a generator for our senior center, so that it may be used as a warming, recharging and gathering place in the event of a power outage. We completed the reconstruction of half of Valentine Street, and we are out to bid for the remainder; all funded by 2 grants totaling \$700,000 from the NJDOT. We have repaved Redcliffe Avenue and a crumbling Mansfield Street and around the corner of South 6th Avenue. We have also repaved and restriped the Senior/Youth Center and Borough Hall parking lots. Construction began on our Habitat House project, on what seemed like the hottest day of the year in July. At present, the 2nd floor is up and siding is being installed. Through a rare grant opportunity, which provided full building costs, we are very proud to have collaborated with Habitat for Humanity and Rev. Jeremy Montgomery to be able to offer a new affordable home to a family that lost their home to Hurricane Sandy. I want to thank Rick Lear from the Middlesex County Parks Department who got back to me last February to confirm our request; smoking is now banned in the playground area in Donaldson Park. My two proudest accomplishments in 2015 were: first, working with the Middlesex County Improvement Authority to partner with our Redevelopment Agency and apply to the USEPA for funds to remediate contaminated sites for redevelopment. Highland Park is the lead on this very important county grant. If awarded, we can get the funding needed to help remediate underutilized contaminated sites in our downtown. Thanks to Denise Nickel of the MCIA, the Redevelopment Agency, and our Environmental Commission, Sustainable Highland Park and Main Street for their commitments to the effort. The second proudest accomplishment was to have submitted 5 Resolutions, passed by the governing body, to the NJ League of Municipalities. The League is a member organization made up of more than 500 municipalities. Each year they vote to select a handful of Resolutions, which as a large entity, they will support and push for further legislation. Out of a total 16 Resolutions, the League accepted 5 from Highland Park. The issues we face in Highland Park are felt statewide, and with the backing of representatives and Mayors from these 500+ municipalities, the League will help us fight for: more tax stabilization: to recover energy tax rebates, continue employee contributions to health insurance premiums, and provide equitable funding for public schools; improvements to infrastructure to allow municipalities to establish power micro grids; and environmental oversight to protect New Jersey's water supplies and environment from oil pipeline accidents. I would like to thank all the very eager and helpful staff at the Borough, our Police Department, Library, thanks to all the generous volunteers on our Fire Department, First Aid Squad, and special thanks to the dedication and talent from the wonderful volunteers on the many committees that make up this great little town. Together we make Highland Park a great place to live.

Mayor Brill Mittler delivered her State of the Borough Address and on motion made by Councilman George, seconded by Councilwoman Welkovits, and carried by unanimous affirmative voice vote; the Borough Clerk was directed to spread the Mayor's Address upon the official minutes of the meeting, as follows:

"I would like to thank you for attending our annual reorganization meeting as we tell you our vision for building our past in order to secure a solid future. So much has happened since I became Mayor in June of 2014, and I can gladly report that so much more is on the way.

"It is a wonderful time to be living in Highland Park, New Jersey.

"One year ago, I outlined for you the 4 main areas we are addressing: tax stabilization, downtown development, infrastructure and capital improvement, and quality of life. Just now, you heard your Council members report on each of their areas of responsibility and their progress toward these goals.

"Now, I would like to highlight some of our key achievements in 2015 and how I intend to work with the community in furthering these goals in 2016:

"Municipal tax stabilization: (A) We have continued to save tax dollars by taking advantage of shared services with our schools and with surrounding municipalities. Some of these services include shared custodial services with the Borough schools, Edison's Animal Control department, and management of our housing authority with Woodbridge Township.

"(B) Through the League of Municipalities, Highland Park is part of a coalition of more than 500 towns looking to recover state funds in Energy Tax Rebates. We are owed more than \$5 million in Highland Park alone – more than 1/3 of our annual budget! We cannot fight this battle to obtain the money ourselves and our coalition will continue to put pressure on our legislators and the Governor to return that money to all of us.

"(C) We have recently supplied the Planning and Zoning Boards, as well as Council Members, with tablets replacing the costly monthly copies of reports, some of which can be 3-5" in height, per person.

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“(D) The first development on Cleveland Avenue, The Pulte Crossings Project, is almost completed and most of the properties are sold. The revenues generated by this new development will yield a positive cash stream, just as the first Pulte project did. Smart development is the key to our economic future. We will talk some more about that shortly.

“(E) The best way to stabilize our taxes is to better plan for our future. To that end, the Infrastructure and Capital Improvements Task Force, chaired by Dr. Clint Andrews of Rutgers’ Bloustein School, and his team, prepared an extensive evaluation of our infrastructure and how it would be impacted by various population growth rates over the next 6 years. Their findings were presented in an open public meeting attended by close to 50 people. Necessary projects were outlined and placed in an order of priority for completion over the next 6 years. A great deal of thanks goes out to Dr. Andrews and his Rutgers team, as well as the volunteers and department heads who participated in the project.

“In 2016: (1) Our Borough Administration Committee will continue to look for additional tax stabilization opportunities by saving administrative expenses through the digitizing of the Borough’s data. I have appointed Dr. Matthew Hale to chair a new Digital Data Task Force. Dr. Hale, a Highland Park resident and professor at Seton Hall University, well-known for his capabilities in advising governments on streamlining the amount of time spent on filing and retrieval of files through digitizing, so that employees have more time to work on action items to advance their municipalities.

“(2) We will continue to pursue grant opportunities to offset the cost of running the Borough. For example, we were recently notified by the State that our Police Department has been awarded a grant to acquire 15 body cameras.

“(3) We will continue to pursue smart development. We recently broke ground on the former Y site, which has been approved for development of 23 townhouses. That development will continue through 2016. We are also anticipating that work on the project at the Kaplan’s Castle on River Road, 200 luxury apartments with the required number of affordable units, to possibly break ground in 2016. The revenues generated by these developments will also help by contributing to our tax rolls.

“(4) We will embark on the projects outlined in the Infrastructure and Capital Improvements Task Force report including (a) acquisition of an ADA compliant transportation vehicle to better service our seniors and residents with disabilities, (b) acquisition of an alcoltest and livescan fingerprint machine for our police department, (c) completion of the new roof on our library building, (d) installation of an energy resiliency generator at our senior/rec building provided by a FEMA grant, and (e) completion of our first and much-needed teen center.

“Downtown Development: (A) Knowing that the key to our Borough’s financial future lies in downtown development, our Economic Development Agency has worked to update their plan, an outgrowth of the Borough’s master plan, to make it more in tune with the requirements of the current downtown climate. As many of you may remember, because many of you participated in it, hundreds of residents participated in development of our master plan, including downtown development. The updates do not change the overall direction of the plan you helped develop, but they fine-tune some elements.

“(B) With this updated plan, our Agency has been aggressively pursuing smart downtown development that will, as the chair of our Redevelopment Agency, Rosie Baruh, likes to say be “net positive” to the Borough. We have some early interest from several developers looking at several possible sites.

“IN 2016: I have asked Councilman George, as Chair of the Council’s Economic Development Committee, to concentrate his and the Council’s efforts on:

“(1) Completing a parking plan recommendation for our downtown.

“(2) Achieving one developer’s plan for a downtown, multiuse, retail/residential development.

“(3) Working with me on a shuttle bus service between Highland Park and New Brunswick.

“We need to improve high-visibility areas with an eye toward beautification. Our recent partnership with the Y site developer to pain the retaining wall along Raritan Avenue and the commitment from Rite Aid to install and maintain a Mason Gross-curated art walk along South 4th Avenue are just two examples of that. In this spirit, I hope to work with new Councilman Walsh in his role as chair of the Council’s Senior Services, Recreation, and the Arts Committee, Councilman George, as well as our Main Street Organization, on reinforcing Highland Park as an “arts” destination.

“Infrastructure and Capital Improvements: (A) I talked a bit about the work of our Infrastructure and Capital Improvements Task Force. With the possible 12% increase in our population that could come just from the currently approved plans for development on the outskirts of the Borough, the work done by this group of volunteers and department heads is invaluable to our future. The report that was presented to the public can be found on the Borough’s website.

“(B) With the dark days of no power from Superstorm Sandy and the fire at the Edison power station still a not so distant memory, we received funds from Sustainable New Jersey to conduct a study of the feasibility of solar backup systems on our municipal buildings. Unfortunately, the findings were not positive. The power that could be generated would not be enough to keep our buildings lit and functional for very much time. That was disappointing, but inspired us to continue looking into alternative plans for backup power or a micro grid (of sorts) in Highland Park.

“(C) Several large road repair projects were completed in 2015, most with funding from the State’s Transportation Trust Fund.

“(D) Roof repairs on some Borough buildings were begun and should be completed in early 2016.

“(E) Our Complete Streets Task Force continues to work on improving walking and bicycling options here in Highland Park. I am proud to tell you that Highland Park was one of only a few municipalities to receive an award for its Complete Streets program in 2015 from the State of New Jersey. Our safe, walkable streets, walking school bus, bustling downtown and Farmer’s Market were noted for their vibrancy and excellence.

“(F) The Borough received its first automate garbage truck and began a pilot of its usage in limited areas with slow rollout during the year. Residents in the test areas received their new, larger garbage cans. We look forward to continue expanding the program in areas that are appropriate throughout the Borough.

“I am asking Council President Welkovits, in her role as chair of the Council’s Public Works Committee, to concentrate efforts in 2016 on:

“(1) Working with me on alternative energy backup sources, or a micro grid for Highland Park.

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“(2) Continuing the road repair programs.

“(3) Ongoing improvement of pedestrian and bicycle safety.

“Quality of Life Issues: (A) Once again in 2015, Highland Park was recognized by the League of Municipalities with the Innovations in Governance honor. This year we received Honorable Mention for our Community Policing efforts. Congratulations go out to Chief Rizco and our police team for their programs with our youth and seniors.

“(B) Our communications team honed their skills in all forms of getting the word out throughout the year. Whether by old fashioned flyers, nixle messaging, Facebook posts, E-news issues, the Highland Park News, or HPTV, our team sprang into action. No matter what time of day, or what day of the week, important messages got out to you, our residents, in a timely manner.

“(C) Our award winning Park Partners Grant Program completed its second year with another round of grants awarded residents in 5 different categories. Grants are voted on by you, our residents. If you have an idea that will benefit our community, now is the time to get your proposals in. You can get an application from our website, or call Stacy at the Borough office.

“(D) Towards the end of 2015, we launched the Highland Park Gives a Hoot campaign. With over 35% of our school children on free or reduced lunch, and after seeing so many of our young children without any lunch of their own last summer, I began to worry about how these children would be able to get lunch on days when school is closed during the year. I contacted Elijah’s Promise and they have been helping by providing us with lunches. The program has been working smoothly. However, we are going to need to help Elijah’s Promise help us as the number of these children in need of lunch grows. That’s when the Highland Park Gives a Hoot fund was started. This fund will provide an opportunity for those of us who can to help some of our children, and their families.

“(E) I was very proud of our community last year when we raised enough individual funds to send seven of our High School students to a one week mentorship summer camp program. These students returned to Highland Park with lots of ideas for improving relations at the high school and will be mentors for younger classes.

“(F) During the year, we held a community and police meeting at our Senior Rec Center. This was an opportunity for residents to ask our police questions, and for the Chief to explain some of the programs enacted by the department. The room was filled with residents. It was an excellent opportunity for frank discussions and an explanation of policies and procedures.

“(G) 2015 saw the appointment of our first Youth Officer. Officer Joe Curbelo, affectionately known as “Officer Joe”, was appointed to help build a good relationship between our children and the police. He has also been working on some programs for our new teen center.

“(H) Our Housing Authority and the buildings they manage continue to thrive. I want to remind everyone, particularly our seniors, that as residents of Highland Park, you have priority for acquiring an apartment in our Housing Authority building. Creating an environment where seniors can age in place is a priority for this administration.

“(I) I mentioned our planned Teen Center earlier. We have purchased a property on the corner of Benner Street and South 6th Avenue and hope to have this new teen center open in 2016. Our teenagers will finally have a home of their own.

“(J) Highland Park introduced its first CERT team of volunteers in 2015. This group of residents went through extensive service to be ready to serve us in case of emergency. I was very proud to receive a letter of commendation from the Mayor of North Brunswick for their work when a major fire broke out there.

“(K) The Highland Park Department of Senior Services continues to provide excellent services to our senior residents. There have been some transportation obstacles that need to be overcome.

“In 2016, I am asking Councilperson Foster-Dublin, as chair of the Council’s Public Safety Committee, to: (1) Schedule additional Community/Police forums in 2016.

“(2) Work with me and the Teen Center team to ensure that programming is in place for an opening of the Center in the second half of 2016.

“I am asking Councilperson Fine, as chair of the Council’s Health and Human Services Committee to: (1) Work with me on expansion of the Highland Park Gives a Hoot Campaign.

“(2) Work with the Housing Authority on a smooth transition to their new RAD status.

“I have asked Councilman Walsh to work with me on overcoming some of the transportation issues facing our senior center.

“So, as you can see, there is a lot that has been done; there is still much more to accomplish. I want to thank the members of the Council for all their hard work with me over the last year. I know I ask a lot of them, and our staff, but your elected officials AND your Borough employees always come through. I also want to thank you, our residents and volunteers for all of the time you give, for your vision, and for your input. Now, let’s get started on 2016!”

Meeting recessed at 8:40 PM on motion made by Councilwoman Welkovits, seconded by Councilman George and carried by affirmative voice vote of all Councilpersons present. The meeting reconvened at 9:00 PM with all those previously in attendance still present.

Consent Agenda Resolution Nos. 1-16-04 through 1-16-22 were duly adopted on motion made by Councilwoman Welkovits, seconded by Councilman George, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Walsh, Welkovits.

Opposed: None.

Absent: None.

The following resolution, introduced by the Community Services Committee, was duly adopted as above.

No.1-16-04

WHEREAS, the Borough of Highland Park, with the adoption of Ordinance No. 1049 has created a Department of Recreation, and

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WHEREAS, the Mayor and Council believe that the participation of dedicated citizens to assist with the planning, funding and supervising of the recreation programs to be undertaken by the Department of Recreation will help to provide excellence in such recreation programs;

NOW, THEREFORE, BE IT RESOLVED that a Recreation Advisory committee is hereby created for the year 2016 consist of thirteen members who are residents of the Borough as follows:

- * Chairperson
- * Two (2) secondary school student members
- * Twelve (12) additional members, two (2) of whom may be non-residents of the Borough of Highland Park

All of said members shall be appointed by the Mayor with the advice and consent of the Borough Council, provided that the student members shall have been recommended by the Principals of their respective schools, and said members shall serve until the Reorganization Meeting in January 2016; and

BE IT FURTHER RESOLVED that the members of the Recreation Advisory Committee shall meet at least quarterly and shall have the following responsibilities:

- * Advise the Recreation Director on recreation matters within the Borough;
- * Facilitate communication between residents and the Recreation Department staff;
- * Assist with program operations and supervision when requested by the Director;
- * Assist with fund raising and sponsorship activities.

The following resolution, introduced by the Public Works and Public Utilities Committee, was duly adopted as above.

No.1-16-05

WHEREAS, the Borough of Highland Park has a vast inventory of shade and ornamental trees and shrubbery on its streets, highways and public places; and

WHEREAS, the Governing Body recognizes a need to preserve, maintain and nurture this valued resource;

NOW, THEREFORE, BE IT RESOLVED that a Shade Tree Advisory Committee is hereby created for the year 2016 to consist of fifteen (16) members who are residents of the Borough of Highland Park. All members, including the designation of chairperson, shall be appointed by the Mayor with the advice and consent of the Borough Council; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that members of the Shade Tree Advisory Committee shall conduct the following activities:

1. Advise the Department of Public Works on the care and planting of shade and ornamental trees and shrubbery now located or which may hereafter be planted on any street, highway and public place either owned or maintained by the Borough, except those areas zoned Central Business District, Commercial District and Professional Office District;
2. Advise the Department of Public Works on the use of ground surrounding said trees and shrubbery, as may be necessary for their proper growth, care and protection now located or which may hereafter be planted on any street, highway and public place either owned or maintained by the Borough, except those areas zoned Central Business District, Commercial District and Professional Office District;
3. Advise the Department of Public Works on the removal of any trees and shrubbery, or part thereof, and advise on subsequent replantings as appropriate for trees and shrubbery now located or which may hereafter be planted on any street, highway and public place either owned or maintained by the Borough, except those areas zoned Central Business District, Commercial District and Professional Office District;
4. Advise Borough officials on the passage, alteration, amendment and repeal of ordinances necessary for carrying out the provisions hereof;
5. Encourage arboriculture and horticulture;
6. Maintain the tree inventory; and
7. Develop and maintain a comprehensive master plan for planting and maintenance; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that nothing contained in this Resolution shall be construed to make any Shade Tree Advisory Committee or any member thereof responsible for the death or injury of any person, or for any injury to any property or highway tree or shrub.

The following resolution, introduced by the Health and Human Services Committee, was duly adopted as above.

No.1-16-06

WHEREAS, the Mayor and Council of the Borough of Highland Park have determined that a need exists within the community for a food pantry to serve Highland Park residents; and

WHEREAS, there exists appropriate space at the Highland Park Senior/Youth Center to house and conduct a food pantry; and

WHEREAS, the Mayor and Borough Council have determined that a food pantry should be established and a local food pantry committee should be organized to staff and run the activities of the food bank;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Highland Park Community Food Pantry is hereby established within the Highland Park Senior/Youth Center, 220 South 6th Avenue, Highland Park, NJ; and

BE IT FURTHER RESOLVED that the Highland Park Community Food Pantry Committee shall be and is hereby established and will consist of the following:

1. The Mayor;
2. The Chair of the Borough Council Standing Committee on Health and Welfare;
3. Twelve (12) Regular Members and two (2) Alternate Members, who shall be residents of the Borough of Highland Park, to be appointed by the Mayor with the advice and consent of Borough Council, for terms to expire December 31, 2016.

BE IT FURTHER RESOLVED that the purpose of the local Food Pantry Committee shall be to conduct the following activities:

1. Coordinate with the Middlesex County Food Organization & Outreach Distribution Services (M.C.F.O.O.D.S.) for the collection and distribution of food and necessities to assist those in need in Highland Park.

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2. Prepare a plan of operation for the local Food Pantry and eligibility guidelines for recipients of the distributed products.
3. Recruit volunteers to assist in the activities and operation of the Food Pantry.
4. Prepare a report to Mayor and Council on or before December 31, 2016 of their recommendations as to the following matters:
 - a. The proposed composition and duties of a Food Pantry Committee.
 - b. Matters, which they deem appropriate and necessary to the smooth operation of the Highland Park Food Pantry.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-16-07

BE IT RESOLVED by the Borough Council of the Borough of Highland Park as follows:

1. There is hereby reconstituted in the Borough of Highland Park a Safety Committee.
2. The Committee shall consist of eleven (11) members, consisting of the Insurance Commissioner, one representative from each of the four bargaining units and one Department Head or representative from each of the Borough buildings, to be appointed by the Mayor and Council, and that Donald Newton shall serve as the Safety Coordinator for the Borough of Highland Park.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-16-08

WHEREAS, it is critical that the Borough of Highland Park strive to better communicate with its residents so that they are aware of events, programs, requirements and other public issues; and

WHEREAS, the Borough currently addresses the need for public communication through a variety of channels; and

WHEREAS, the Mayor and Borough Council deem it in the public interest that resident communication efforts be helpful, consistent and coordinated for the good of the community; and

WHEREAS, the Mayor and Borough Council wish to establish a commission for the purpose of advising and assisting the Borough with its public communication efforts.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park as follows:

1. The Borough of Highland Park Public Information Commission be and the same is hereby created.
2. Said Commission shall be comprised of seven (7) members, all of whom must be residents of the Borough of Highland Park. The Commission shall consist of the following members:
 - A. Four (4) residents will be at-large members.
 - B. One (1) member shall be the Main Street Highland Park Liaison.
 - C. One (1) member shall be the Library Liaison.
 - D. One (1) member shall be the School District Liaison.
3. Each member shall be appointed by the Mayor with the advice and consent of the Council to a two (2) year term, however, two (2) of the at-large members shall be appointed for an initial term of one (1) year and the remaining two (2) at-large members shall be appointed for a term of two (2) years.
4. The Commission shall be charged with providing advice to the Mayor and Council of the Borough of Highland Park concerning the development of a comprehensive public communications program for said Borough in order to advise and educate Borough residents concerning various public events, programs, requirements and other public issues.
5. The Commission shall oversee and coordinate the efforts of the Cable Television Advisory Committee, the Highland Park Quarterly, the Borough's website, the Borough's e-mail system and all other modes of public communication by the Borough.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-16-09

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following schedule of meetings for the year 2016 be and the same is hereby adopted.

BE IT FURTHER RESOLVED that copies thereof be sent to the Home News Tribune, and the Star Ledger and filed with the Borough Clerk.

SCHEDULE OF BOROUGH COUNCIL MEETINGS FOR 2016

January	5	2016 Adjourned Meeting	6:30	PM
		2016 Organization Meeting	7:00	PM
January	12	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
January	19	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
January	26	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
February	2	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		

ORGANIZATION MEETING – JANUARY 5, 2016

February	9	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
February	16	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
February	23	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
March	1	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		

ORGANIZATION MEETING – JANUARY 5, 2016

March	8	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
March	15	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
March	22	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
April	5	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
April	12	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
April	19	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
April	26	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
May	3	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
May	10	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
May	17	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
May	24	Standing Committee Meeting / Special Meeting (if needed) Special Meeting (if needed)	7:00	PM
June	14	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
June	21	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
July	12	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
July	19	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
August	9	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		
August	16	Standing Committee Meeting / Special Meeting (if needed)	7:00	PM
September	6	Council Committee Meeting	6:00	PM
		Agenda Meeting	6:30	PM
		Regular Meeting	7:00	PM
		Conference Meeting to follow		

ORGANIZATION MEETING – JANUARY 5, 2016

September	13	Standing Committee Meeting / Special Meeting (if needed)		7:00	PM
September	20	Council Committee Meeting		6:00	PM
		Agenda Meeting		6:30	PM
		Regular Meeting		7:00	PM
		Conference Meeting to follow			
September	27	Standing Committee Meeting / Special Meeting (if needed)		7:00	PM
October	12	Council Committee Meeting	(Wed.)	6:00	PM
		Agenda Meeting		6:30	PM
		Regular Meeting		7:00	PM
		Conference Meeting to follow			
November	1	Council Committee Meeting	(Wed.)	6:00	PM
		Agenda Meeting		6:30	PM
		Regular Meeting		7:00	PM
		Conference Meeting to follow			
November	22	Standing Committee Meeting / Special Meeting (if needed)		7:00	PM
December	6	Council Committee Meeting		6:00	PM
		Agenda Meeting		6:30	PM
		Regular Meeting		7:00	PM
		Conference Meeting to follow			
December	13	Standing Committee Meeting / Special Meeting (if needed)		7:00	PM
December	20	Council Committee Meeting		6:00	PM
		Agenda Meeting		6:30	PM
		Regular Meeting		7:00	PM
		Conference Meeting to follow			
December	27	Standing Committee Meeting / Special Meeting (if needed)		7:00	PM

All Borough Council Meetings are held in Borough Hall, 221 South 5th Avenue, unless otherwise indicated. The Governing Body may take official action on matters at Special Meetings as well as Regular Meetings, as needed. The time Conference Meeting begins is dependent on Regular Meeting adjournment. Unless otherwise moved, Conference Meetings are scheduled to be called to order by 9:00 P.M.

BE IT FURTHER RESOLVED that copies thereof be sent to the Home News Tribune, and the Star Ledger, and filed with the Borough Clerk.

The following resolution, introduced by the Public Works and Public Utilities Committee, was duly adopted as above.

No.1-16-10

WHEREAS, pursuant to the provisions of Section 6, of an ordinance entitled "AN ORDINANCE TO PROVIDE FOR THE COLLECTION OF REFUSE AND TRASH WITHIN THE BOROUGH OF HIGHLAND PARK, AND TO PROVIDE FOR MANDATORY RECYCLING OF SPECIFIED MATERIALS BY THE RESIDENTS AND COMMERCIAL ESTABLISHMENTS OF THE BOROUGH OF HIGHLAND PARK", adopted July 19, 1988, being known as Ord. No. 1146, the Borough Council shall adopt by resolution regulations governing the collection of all items;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park that the following revised regulations shall be and are hereby adopted, to wit:

a. There shall be no collections by the Department of Public Works on the following legal holidays:

1. New Year's Day
2. Martin Luther King Day
3. President's Day
4. Lincoln's Birthday
5. Good Friday
6. Memorial Day
7. Fourth of July
8. Labor Day
9. Columbus Day
10. Veteran's Day
11. Thanksgiving Day and the Friday After
12. Christmas Day.

b. Regular Refuse Collection

Residents:
North Side and Triangle – Every Monday
South Side – Every Friday

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Small amounts of yard debris, brush and branches, which are part of regular refuse will be collected on Friday on the South Side and on Monday on the North Side. If a holiday falls on a Monday, regular refuse will be picked up on the following Wednesday of that week. If a holiday falls on a Friday, the collection will be on the Wednesday before the holiday.

c. The Business District:

Business District:
Mondays and Fridays

If a holiday falls on a Monday, regular refuse will be picked up on the following Wednesday of that week. If a holiday falls on a Friday, the collection will be on the Wednesday before the holiday.

d. Bulk Items:

Bulky waste within the Borough of Highland Park will be collected on the following dates:
Business District: April 6, June 8, August 3, September 21 and December 7.
North Side and Triangle Area: April 6, June 8, August 3, September 21 and December 7.
South Side: April 13, June 15, August 10, September 28 and December 14.

e. Mandatory Recyclables:

Business District - Collection of glass, aluminum, tin, plastics, textiles, mixed paper, newspapers, and cardboard is every Tuesday.

Residential District - Collection of glass, aluminum, tin, plastics, textiles, mixed paper, newspapers, and cardboard is as follows:

North Side and Triangle - Every Tuesday.

South Side - Every Thursday.

If your pickup falls on a borough holiday, pickup will be on Wednesday of the same week.

f. Leaves:

Leaves are collected for recycling in Biodegradable leaf bags in November and December only, on a weekly basis.

Placement and Removal of Containers - Containers of regular refuse and recyclables should be placed at curbside no sooner than 6:00 p.m. or one hour before sundown of the day prior to the scheduled pickup and no later than 6:30 a.m. on the day of collection. Containers shall be removed no later than one hour after sundown on the day of collection.

The Superintendent of Public Works and the Borough Administrator will designate who within the Department will enforce this ordinance.

BE IT FURTHER RESOLVED that these regulations shall take effect as of the 1st day of January, 2016.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-16-11

WHEREAS, NJSA 40A:4-63 provides that money held in any separate fund shall be treated as moneys held in trust and shall not be diverted to any other purpose;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that PNC Bank shall be the depository for the Magistrates Account and the Bail Account of the Borough of Highland Park for the period ending December 31, 2016 and the custodian shall be Judge Edward H. Herman, Municipal Court Judge.

BE IT FURTHER RESOLVED that all disbursements shall be made by check signed by Judge Edward H. Herman, Municipal Court Judge, or Tracey Horan, Municipal Court Administrator.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-16-12

WHEREAS, NJSA 40A:4-63 provides that money held in any separate fund shall be treated as moneys held in trust and shall not be diverted to any other purpose;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Wells Fargo, Highland Park Office, shall be the depository for the Middlesex County Election Account of the Borough of Highland Park for the period ending December 31, 2016 and the custodian shall be Joan Hullings, Borough Clerk.

BE IT FURTHER RESOLVED that all disbursements shall be made by check signed by Joan Hullings, Borough Clerk.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-16-13

WHEREAS, the Borough Council of the Borough of Highland Park has received requests from individual employees that personnel discussions involving them be held in open session; and

WHEREAS, the Borough Council desires to formulate a policy for use in such cases that is consistent with the Open Public Meetings Act, N.J.S. 10:4-6 et seq.,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following policy is hereby adopted with respect to possible closed sessions dealing with personnel matters:

1) except in cases of bona fide emergencies all closed sessions - personnel matters will be listed in the agenda for the Conference or Regular Meeting at which such matter may be discussed and will show the name or names of the personnel involved;

2) agendas for all Conference and Regular meetings will be prepared, posted on the Open Public Meetings Bulletin Board in Borough Hall and available for distribution by the Borough Clerk by no later than 3:00 p.m. on the day preceding the Conference or Regular meeting;

3) in situations where the need for closed session arises after preparation of the meeting agenda, the Borough Clerk will be notified and every reasonable effort will be made to notify the affected personnel as far in advance as possible of the meeting at which his, her or their personnel matter may be discussed;

4) motions for Closed Sessions, the procedures during such sessions and all other matters relating to such sessions and the matters discussed and decisions reached in such sessions will be governed by the Open Public Meetings Act;

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- 5) requests for open personnel sessions will be submitted on the form available in the Borough Clerk's office or a similar form;
- 1) employees or their representatives will be afforded an opportunity to comment during open personnel sessions but no cross-examination or dialogue will be allowed;
 - 2) notice of this policy will be given to Borough employees by inclusion with their paychecks and/or via email at least twice each year in January and July.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-16-14

BE IT RESOLVED by the Borough Council of the Borough of Highland Park as follows:

1. That The Home News Tribune, of East Brunswick, NJ, shall be designated as the official newspaper of the Borough of Highland Park.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-16-16

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, New Jersey that the following rules, policies, and/or procedures are hereby adopted for the year 2016, to wit:

1. That the following formula be used in those instances where the Governing Body agrees to reimburse residents for programs offered to the disabled by other municipalities upon request of the disabled individual or his or her guardian in order to insure access to Borough programs under the Americans with Disabilities Act:
Difference of non-res. & res. Fee x #of hrs. of Borough Program
of hrs. of Outside Program
In no case shall the reimbursement be more than the difference between the non-resident and resident fee.
2. That the "Policy for Furnishing Public Information", pursuant to NJSA 47:1a-1 et seq., as subsequently amended, shall be adopted as official policy of the Borough for 2016.
3. That the "Policy Manual for the Use of Municipally Owned Buildings", as subsequently amended, shall be adopted as official policy of the Borough for 2016.
4. That upon seventy-two (72) hours notice to the Borough Clerk, the Borough of Highland Park will consider requests for auxiliary aids by any individual with a disability as defined under the Americans with Disabilities Act, and that the individual's choice of auxiliary aid will be given primary consideration and will be honored, unless another effective means of communication exists or that the use of the means chosen creates an undue financial or administrative burden.
5. That the Façade Improvement Program Policy, including Associated A.D.A. & Awning Programs, shall be adopted for the year 2016, as subsequently amended.
6. That the Facility Use Alcohol Permit shall be required to be approved prior to the rental of the Senior/Youth Recreation Center.
7. That the Policy for Maintenance of Trees in the Borough Right-of-Way by Residents shall be adopted for the year 2016.
8. That the Mayor, Borough Administrator or Borough Engineer shall be authorized to sign any and all permits and applications with the State of New Jersey Department of Environmental Protection.

BE IT RESOLVED that a certified copy of this resolution be forwarded to Department Heads and the Borough Engineer forthwith.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-16-16

BE IT RESOLVED by the Borough Council of the Borough of Highland Park, New Jersey that the following rules, policies, and/or procedures concerning administrative and organization matters are hereby adopted for the year 2016, to wit:

1. That the Borough Administrator, Borough Attorney, Borough Auditor, and all Department Heads shall be required to attend the Council Meeting at which any public information session or public hearing on the budget is held and any meeting at which it is anticipated that the budget is to be adopted. Any person who may be required to attend and not so named will be given at least ten (10) calendar days notice.
2. That the Borough Administrator, all Department Heads, Borough Attorney, Borough Engineer or Designee, Borough Auditor or Designee, and Borough Planner or Designee shall attend the Annual Reorganization Meeting of the Mayor and Council to be held during the first seven days of January of each year and that Department Heads be required to attend all Committee Meetings of the Governing Body.
3. That the Procedures to be Followed in Seeking and Accepting Grants from Governmental and Privately-Funded Sources of Support shall be adopted as official policy of the Borough for 2016.
4. That the Borough Council will not approve any expenditure of municipal funds, by either direct payment or reimbursement, when said funds are used for dinner meetings, gifts, or any other purposes not associated with the official function of any Board, Commission, Committee, Authority or Agency of the Borough of Highland Park.
5. That the "Personnel Manual and Handbook", as subsequently revised, shall be adopted as official policy of the Borough for 2016.
6. That police weapons, being public property, will not be given to members of the Borough of Highland Park Police Department upon their retirement, termination of employment, or under any other circumstances.
7. That the Co-Sponsorship Policy shall be adopted as official policy of the Borough for 2016.
8. That the Exposure Control Plan, a complete copy of which is filed in the office of the Borough Clerk, shall be and is hereby adopted for the year 2016.
9. That the Borough Administrator be directed to establish as a priority the exploration of new cooperative agreements in the areas of personnel, equipment purchases, and repair and maintenance.

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10. That Borough Hall and the Senior/Youth Recreation Center will modify work hours on Tuesdays by remaining open until 6:00 PM, with Borough Hall closing on Friday at 1:00 PM.

11. That Borough Hall and the Senior/Youth Recreation Center will modify work hours in the summer by going to a four (4) day, 35 hour workweek schedule, with Borough operations closed on Fridays in the summer between the Fourth of July and Labor Day.

BE IT RESOLVED that a certified copy of this resolution be forwarded to Department Heads forthwith.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-16-17

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following are designated in the positions opposite their name for the year 2016:

<u>NAME</u>	<u>POSITION</u>
Kathleen Kovach, Borough Administrator	Insurance Commissioner to the Garden State Municipal Joint Insurance Fund
Joan Hullings, Borough Clerk	Alternate Insurance Commissioners
Shayne SantaLucia, IT Coordinator	
Donald Newton, Detective	Safety Officer
Joan Hullings, Borough Clerk	Assessment Search Officer
Leann Cosley Richardson, Human Resources Coordinator	Affirmative Action Public Agency Compliance Officer
Kathleen Kovach	Tax Search Officer
Frank Troy	Recycling Coordinator
	Clean Communities Coordinator

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded forthwith to the above.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-16-18

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following financial procedures are hereby established for the year 2016:

1. That the following banks shall be designated as depositories for the Borough's accounts, and the custodian of these accounts shall be the Chief Financial Officer:

BANK

- Bank of America
- PNC Bank
- Provident
- Wachovia
- Unity Bank

2. That withdrawals from the Petty Cash checking account shall be made on forms provided and signed by the Borough Administrator, Chief Financial Officer or Treasurer.

3. That withdrawals from the following accounts shall be made on forms provided and signed by Borough Administrator or Chief Financial Officer or Treasurer and the Mayor:

Current	Dog License	Payroll
Trust Other	Capital	
Claims Fund	Water & Sewer	
Assessment Trust	Grants	
Water & Sewer Capital	Tax Collector's Trust	

4. That the following banks shall be designated as depository for the Borough's investment accounts and the custodian of these accounts shall be Chief Financial Officer or Treasurer:

- Bank of America
- PNC Bank

5. That the Tax Collector shall be directed to collect interest at 8% per annum on the first \$1,500.00 of delinquency, and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the date when any tax installment shall be payable and delinquent until the date said installment together with interest is paid, provided, however, that if any installment is paid within ten (10) days after the due date, then in that event there shall be no interest charged.

6. That petty cash funds be established in the following departments for the amounts designated, to wit:

Finance Department	\$400.00
Police Department	250.00
Fire Department	50.00
Public Works Department	200.00
Community Service	200.00

7. That the Borough Administrator shall be and is hereby authorized and directed to make, negotiate or award all purchases, contracts, or agreements, the cost of which does not exceed \$5,000.00, without a further resolution of this Council, except those purchases, contracts or agreements approved by the Library Board of Trustees; and that the Borough Council will continue to approve by individual resolutions all purchases, contracts and agreements, the estimated cost of which is in excess of \$5,000.00, except those purchases, contracts or agreements approved by the Library Board of Trustees.

8. That cash drawers are hereby established in the following departments and amounts in order to make change for in-person cash payments:

Tax Collection Department	\$100.00
Violations Bureau	100.00
Police Department	40.00
Borough Clerk's Office	50.00

9. That the Borough Administrator be directed to continue the investigation of the feasibility of a joint purchase program, a joint equipment usage program, and a joint business management

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program in conjunction with the Board of Education, pursuant to Highland Park Resolution No. 10-92-427.

- 10. That the Borough Tax Collector is hereby authorized and directed to schedule and conduct a tax sale during December, 2016, for all taxes and municipal charges unpaid as of November 11, 2016.
- 11. That the "Cash Management Plan" as adopted by Resolution No. 4-98-164 on April 7, 1998 and attached to the original of that resolution shall be and is hereby adopted as policy to be utilized for the Borough of Highland Park for 2016, as required under NJSA 40A:5-14 of the Local Fiscal Affairs Law. Certified copies of this resolution shall be filed with the Director of the Division of Local Government Services, the Borough Auditor and the Chief Financial Officer of the Borough.
- 12. That the Borough Tax Assessor is hereby authorized to file counterclaims in tax appeals for certain properties that said Tax Assessor determines to be under assessed rather than over assessed, subject to the concurrence of the Tax Appeal Attorney.
- 13. That the Borough Tax Assessor is hereby authorized to file tax appeals, on behalf of the Borough, as it may become necessary from time to time, to correct, amend, or update the records of said Tax Assessor.
- 14. That the Borough Tax Collector is hereby authorized to process, without further action by the governing body, the cancellation of any property tax refund of less than \$10.00, or any property tax delinquency of less than \$10.00, or any water and sewer refund or delinquency of less than \$1.00, together with interest, per calendar year.
- 15. That certain services provided by the Borough Attorney, Borough Auditor, Borough Engineer, Bond Counsel, and/or Planning Consultant shall be considered as approved within the meaning of the respective Professional Service Agreements when:
 - a. The Borough Administrator authorizes work which is estimated and does, in fact, not exceed ten hours;
 - b. The Mayor, or the Council President, authorizes work which is estimated to and does, in fact, not exceed ten hours;
 - c. Approved by resolution of Council.

Authorizations made under sub-paragraphs a. and b. shall be reported at the next Agenda or Conference Meeting.

- 16. That Borough owned properties be exempt from water and sewer charges pursuant to Resolution No. 11-02-424.
- 17. That the Municipal Court is hereby authorized to accept credit card payment of Court fines subject to appropriate bank procedures.
- 18. That the Community Services Department shall refund fees deposited in the Recreation Trust Fund for trips and events with the approval of the Borough Administrator with a \$5.00 administrative fee to be deducted at the discretion of the Borough Administrator.
- 19. That 50% of the fines collected for handicapped parking violations shall be designated to the Highland Park Commission for Universal Access, to be used at their discretion.
- 20. That a 2% processing fee be assessed for use of credit cards for payments of water & sewer and tax bills, both in person and on-line.
- 21. That the Finance Director is authorized to process off-duty overpayments, as directed by the Police Department, in an amount not to exceed \$1,000.00, without a further resolution of this Council.
- 22. That the Finance Department is authorized to process bills for payment, without signatures from the vendor, for State Agencies, County Agencies, Municipal Agencies, Utility Companies and other agencies that utilize lock boxes for payments (examples: FedEx, UPS, Pitney Bowes, The Home News Tribune, The Star Ledger, etc.).

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded forthwith to the above departments.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-16-19

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the following certain fees are hereby established for the year 2016:

- 1. That copies of official records requested by members of the public and other non-Borough persons, offices and entities shall be available through the Borough Clerk or other custodian upon payment of the following fees, which shall be based upon the total number of pages or parts thereof for each document for which a page or pages are requested:

8 ½ " x 11" paper	\$.05	per page
8 ½" x 14" paper	.07	per page
11" x 17" paper	.07	per page
Election District Map	.75	
Zoning Map	1.50	
DVD/CD w/case	.90	
Blue burn Gramco CD	1.79	
- 2. That copies of police records maintained by the Police Department which are requested by members of the public and non-Borough offices and entities shall be available upon payment of the following fees for documents, pages or parts thereof:

Motor Vehicle Accident Reports and Investigation Reports

In person requests:

- | | | |
|-------------------------------|--|----------|
| 8 ½ " x 11" paper | \$.05 | per page |
| 8 ½" x 14" paper | .07 | per page |
| 11" x 17" paper | .07 | per page |
| Other Than In person requests | Flat fee of \$5.00; plus cost of mailing | |

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Discovery		per page charge plus cost of mailing when applicable
Copying video tapes		requestor shall provide sealed tape
Audio tape reproduction		requestor shall provide sealed tape
Insurance Claims (in person or mailed)		per page charge plus cost of mailing when applicable
Pistol Permits	2.00	
Firearms Identification Card	5.00	
Fingerprinting other than criminal	25.00	Resident
	25.00	non-resident
Verification Letter	50.00	
Photographs		
4 x 6	10.00	first 10 photos
	5.00	each additional photo
8 x 10	20.00	first 10 photos
	5.00	each additional photo

If records are requested in a medium other than paper, the fee shall be the cost of the medium and conversion costs when applicable.

3. That the following schedule of fees is hereby established for recreation activities conducted by the Community Services Department:

Program	Participant Fee	
Youth Soccer	\$ 60.00	per person (resident)
	50.00	Per each additional child (resident)
	80.00	per person (non-resident)
	15.00	Late registration fee
Youth Basketball	60.00	per person (resident)
	50.00	Per each additional child (resident)
	80.00	per person (non-resident)
	15.00	Late registration fee
Youth Baseball & Softball	60.00	per person (resident)
	50.00	Per each additional child (resident)
	80.00	per person (non-resident)
	15.00	Late registration fee
Track & Field (8 sessions)	50.00	Per person (resident)
	70.00	per person (non-resident)
	15.00	Late registration fee
Flag Football (5 sessions)	40.00	Per person (resident)
	60.00	per person (non-resident)
	15.00	Late registration fee
Tennis (8 sessions)	80.00	per person (resident) \$10.00 per session
	96.00	per class (non resident) \$12 per session
	15.00	Late registration fee
Spring Soccer Clinics (5 sessions)	40.00	Per person (resident)
	60.00	per person (non-resident)
	15.00	Late registration fee
Israeli Dance	75.00	per person (resident) (10 sessions)
	90.00	per person (non-resident) (10 sessions)
Pilates	75.00	Per person (resident) (10 weeks)
	90.00	Per person (non-resident) (10 weeks)
Tai Chi	75.00	Per person (resident) (10 weeks)
	90.00	Per person (non-resident) (10 weeks)
Step Strength & Beyond	125.00	Highland Park residents (20 sessions-twice a week)
	150.00	Non-residents (20 sessions-twice a week)
	75.00	Highland Park residents (10 sessions-once a week)
	90.00	Non-residents (10 sessions-once a week)
		Student must specify which day they will be attending on the registration form in order to be eligible for once a week rate, otherwise pro-rated fees will be charged.
Yoga (Co-Ed)	75.00	per person (resident) (10 sessions)
	90.00	per person (non-resident) (10 sessions)
Yoga (Women)	125.00	per person (resident) (20 sessions-twice a week)
	150.00	per person (non-resident) (20 sessions-twice a week)
	75.00	Per person (resident) (10 sessions-once a week)

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	90.00	Per person (non-resident) (10 sessions-once a week) Student must specify which day they will be attending on the registration form in order to be eligible for once a week rate, otherwise pro-rated fees will be charged.
Zumba	75.00	per person (resident) (10 sessions)
	90.00	per person (non-resident) (10 sessions)
All Adult Classes	75.00	Residents – 1x per week (10 sessions)
	125.00	Residents – 2x per week (20 sessions)
	90.00	Non-residents – 1x per week (10 sessions)
	150.00	Non-residents – 2x per week (20 sessions)
All Adult Classes	10.00	Residents – Per class (pro-rated) join middle of cycle
	12.00	Non-Residents – per class (pro-rated) join middle of cycle
Basketball (Open) Men & ...	20.00	Per person (resident) (10 sessions)
	30.00	Per person (non-resident) (10 sessions)
Basketball	5.00	Drop in Participant
Indoor Soccer (Co-Ed)	30.00	Per person (resident) (10 sessions)
	50.00	Per person (non-resident) (10 sessions)
Adult Soccer (Turf)	20.00	Per person (resident) (10 sessions)
	30.00	Per person (non-resident) (10 sessions)
Any Adult Open (Outdoor ...)	20.00	Per person (resident) (10 sessions)
	30.00	Per person (non-resident) (10 sessions)
Adult Softball (men & women)	200.00	Per team
Volleyball (Co-Ed)	60.00	Per person (resident) (10 sessions)
	80.00	Per person (non-resident) (10 sessions)
Teen Programs		
Theater	75.00	Residents (10 sessions)
	90.00	Non-residents (10 sessions)
Table Tennis	40.00	Residents (8 sessions)
	48.00	Non-residents (8 sessions)
Track Club	50.00	Residents (10 sessions)
	75.00	Non-residents (10 sessions)
Chess Class	30.00	Residents (6 sessions)
	36.00	Non-residents (6 sessions)
Juggling Club	50.00	Residents (10 sessions)
	60.00	Non-residents (10 sessions)
General Sponsor Fee	200.00	Supports a team in 1 sport
	500.00	Supports a team in 3 sports
Vendor Fees	150.00	Food Vendor
	100.00	Small Merchandise Vendor
	150.00	Large Merchandise Vendor
Any Highland Park Business	50.00	Food or Merchandise
Out of Town Yearly ...	75.00	Non residents (Including out of town members who participate in any exercise program)
Summer Camp	200.00	In-town (per week)
	250.00	Non-resident (per week)
	55.00	Reduced lunch
In Town Yearly Membership	10.00	Per person
Senior Holiday Party & ...	7.00	Per person
Craft Programs	5.00	Per session
Jewelry Workshop	5.00	Per session
Atlantic City Trips	35.00	Per trip (3/4 times per year)
Columbus Market	5.00	Per trip
NYC Broadway Shows	TBA	Based on show
Peddler's Village	15.00	Per trip
Smithville	10.00	Per trip
Delicious Orchards	5.00	Per trip
Longwood Gardens	25.00	Per trip
Duke Farms	15.00	Per trip
Hunterdon Hills Playhouse	60.00	Based on show
Villa Roma Resort Trip	TBA	
Jackson & Jersey Shore Outlets	10.00	Per trip
Pottery Studio Trip	5.00	Per trip
Long Branch/Point Pleasant	10.00	Per trip

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NJ Flower & Garden Show	3.00	Per trip
Diamond Tours Trips	TBA	Based on location
Rendezvous Travel Trips	TBA	Based on location
Senior Exercise Programs	1.00	Per class or payment plan on bundle package

Turf Field

Out-of-town groups	\$150/hour	Full field
	\$50/hour	½ field
	\$10/hour	Light charges
Out-of-town groups (non-profit)	\$100/hour	Full field
	\$34/hour	½ Field
	\$10/hour	Light charges

Running Track

Out-of-town groups	\$100/hour
Out-of-town groups (non-profit)	\$60/hour

To be eligible for a scholarship, participant must submit application by the due date. Free lunch would pay for 40% of the program fee and reduced lunch would pay for 60% of the program fee. The federal income eligibility guidelines may be used to determine eligibility. One coach per team does not pay a fee for his/her child.

4. That the Borough Clerk shall charge a Five (\$5.00) Dollar administrative fee for all resolutions approving refunds for fees, licenses, and permits issued by the Borough Clerk's Office and paid to the Borough, which charge shall be deducted from the refund by the Finance Department.
5. That a fee of Twenty (\$20.00) Dollars shall be charged for any and all checks presented to the Borough in payment of any tax, service, program, etc., that are returned by the bank for any reason, except that in cases where the check is returned in error by the bank, the Finance Director shall waive said fee.
6. That copies of the Highland Park Natural Resource Inventory prepared and published in its original state shall be available to the public at a cost of \$2.50 per copy. That copies of the Master Plan prepared and published in its original state shall be available to the public at a cost of \$4.50 per copy; and that copies of the Land Use Ordinance prepared and published in its original state shall be available to the public at a cost of \$17.50 per copy.
7. That the Community Services Department will charge an annual fee of \$75.00 to any non-resident senior seeking access to senior programs, events and services, excluding transportation costs to and from the Senior/Youth Recreation Center, in addition to any and all other fees for specific programs, events and services.
8.
 - a. That the Borough Tax Collector shall charge a fee of \$100.00 to prepare duplicate certificate of tax sale for a lost or destroyed tax sale certificate.
 - b. That the Borough Tax Collector shall charge a fee of \$50.00 to prepare a Certificate for Redemption of Certificate of Sale.
 - c. That the Borough Tax Collector shall charge a fee of \$25.00 per tax sale notice mailing to property owners, said mailings not to exceed three (3). Such fee shall be added to the cost of said tax sales.
 - d. That the Borough Tax Collector shall charge a fee of \$5.00 to prepare duplicate tax bill (first copy) and a fee of \$25.00 for each subsequent duplicate copy of the same tax bill in the same fiscal year.
9. That the Borough Clerk shall collect a fee for distribution of bid specifications in an amount to be determined by the Borough Engineer.
10. That Sustainable Highland Park shall collect a fee of \$75.00 for participants in Earth Day celebration.

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded forthwith to the departments referenced above.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-16-20

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the Borough Clerk is hereby authorized and directed to notify the Finance Director that the following are the names of the officers and employees of the Borough of Highland Park whose salaries are on an annual basis:

Title	Name	2016	Longevity		2016 Total
		Base	%	Amount	Salary
Mayor	Gayle Brill Mittler	6,756.00			6,756.00
Council President	Susan Welkovits	5,085.00			5,085.00
Council Member	Joshua Fine	4,239.00			4,239.00
Council Member	Jon Erikson	4,239.00			4,239.00
Council Member	Elsie Foster-Dublin	4,239.00			4,239.00
Council Member	Jim Walsh	4,239.00			4,239.00

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Council Member	Philip	George	4,239.00		4,239.00
Borough Administrator	Kathleen	Kovach	27,208.00		27,208.00
Human Resources Coordinator	Leann	Cosley-Richardson	53,060.00		53,060.00
Executive Director – Teen Center	Leann	Cosley-Richardson	15,000.00		15,000.00
Borough Clerk	Joan	Hullings	78,498.00	2,500.00	80,998.00
Communications Liaison	Joan	Hullings	10,824.00		10,824.00
Deputy Borough Clerk	Jennifer	Santiago	61,751.00		61,751.00
Interim Planning Board/Zoning Board of Adjustment Clerk	Jennifer	Santiago	1,000.00	Per Meeting	\$1,000.00
Registrar of Vital Statistics	Joan	Hullings	2,500.00		2,500.00
IT Coordinator	Shayne	SantaLucia	64,260.00		64,260.00
Building Inspector	Scott	Brescher	63,023.00		63,023.00
Construction Official	Scott	Brescher	24,424.00		24,424.00
Capital Projects Manager	Scott	Brescher	10,000.00		10,000.00
Electrical Subcode Official/Inspector	Patrick	Valente	12,790.00		12,790.00
Fire Subcode Official/Inspector	Dennis	Van de Mark	12,790.00		12,790.00
Plumbing Subcode Official/Inspector	Michael	Rossi	12,790.00		12,790.00
Zoning Subcode Official	Michael	Mullin	12,790.00		12,790.00
Master Circulations Coordinator	Valeri	Drach Weidman	56,298.00		56,298.00
Mstr Code Enforcement Officer	Douglas	Sipos	71,193.00		71,193.00
Senior Clerk Typist	Karen	Valente	39,696.00		39,696.00
Communications Liaison	Monica	Jackson	67,569.00		67,569.00
Bus Driver	Ella	Taliaferro	39,696.00	1,350.00	41,046.00
Clerk Typist	Janet	Molina	39,696.00	1,350.00	41,046.00
Municipal Alliance Coordinator	Kim A.	McGraw	5,306.00		5,306.00
Recreation Coordinator	Andrea	Costas-Baay	52,020.00		52,020.00
Senior Program Coordinator	Kim A.	McGraw	52,020.00		52,020.00
Senior Outreach Coordinator	Nicole	Huff	35,072.00		35,072.00
Municipal Court Administrator	Tracy	Horan	67,626.00		67,626.00
Deputy Court Administrator	Linda	Simons	48,068.00		48,068.00
Municipal Court Judge	Edward E	Herman	39,337.00		39,337.00
Municipal Prosecutor	Patrick	Bradshaw	34,000.00		34,000.00
Public Defender	Francesco	Taddeo	9,000.00		9,000.00
Violations Clerk	Nicole	Marques	33,542.00		33,542.00
Public Safety Dispatcher	Patrick	Keogh	46,750.00		46,750.00
Public Safety Dispatcher	Karen	Connors	51,727.00		51,727.00
Public Safety Dispatcher	Janet	Marcik	51,727.00		51,727.00
Public Safety Dispatcher	Kaitlyn	Cox	43,857.00		43,857.00
Administrative Assistant	Linda	Monte	55,381.00	1,350.00	56,731.00
Supt. of Public Works & Utility	Donald	Rish	105,363.00	2,500.00	107,863.00
Foreman	Michael	Wieczorkiewicz	82,046.00		82,046.00
Foreman	Frank	Troy	82,046.00		82,046.00
Clean Communities Coordinator	Frank	Troy	1,000.00		1,000.00
Recycling Coordinator	Frank	Troy	1,684.00		1,684.00
Tax Assessor	Thomas	Mancuso	40,906.00		40,906.00
Tax Collector	Kathleen	Kovach	15,918.00		15,918.00
Tax Collector	Tyrone	Young	61,200.00		61,200.00
Tax Collector	Constance	Ludden	68,000.00		68,000.00
Deputy Tax Collector					
Finance Director/CFO	Kathleen	Kovach	117,758.00		117,758.00
	Gabriel	Paul	65,000.00		65,000.00
Director of Library Services	Jane	Stanley	114,755.00	2,500.00	117,255.00
Administrative Assistant	Renee	George	60,162.00		60,162.00
Librarian	Sherry	Johnson	69,232.00		69,232.00
Master Librarian	Fran	Lee	89,282.00	2,500.00	91,782.00
Senior Library Assistant	Indru	Udeshi	47,012.00		47,012.00
Reference Librarian	Karen	Jarzabski	56,684.00		56,684.00
Master Library Assistant	Lieselotte	Kulczycki	53,477.00		53,477.00

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Public Safety Director	Stephen	Rizco	15,918.00			15,918.00
Crossing Guard	Nancy	Bernstein	10,669.00			10,669.00
Crossing Guard	Catherine	Ciorciari	10,669.00			10,669.00
Crossing Guard	Mary Ann	Kinsey	10,669.00			10,669.00
Crossing Guard	Kibby	May	10,669.00			10,669.00
Crossing Guard	Kubey	Barbara	10,669.00			10,669.00
Crossing Guard	Lucille	Morris	10,669.00			10,669.00
Crossing Guard	Charlene	Rayside	10,669.00			10,669.00
Crossing Guard	Beverly	Robinson	10,669.00			10,669.00
Crossing Guard	Michael	Stazeski	10,669.00			10,669.00
Crossing Guard	Willis Ivan	Thomas	10,669.00			10,669.00
Crossing Guard	Margaret	Toman	10,669.00			10,669.00
Administrative Assistant	Joann	Kopetsky	55,381.00		1,350.00	56,731.00
Principal Clerk Typist	Barbara	Fromhold	48,068.00			48,068.00
Police Records Clerk	Diane	Seboldt	39,696.00			39,696.00
Fire Fighter Supervisor	Keith	Thedinga	10,200.00			10,200.00
Police Chief	Stephen	Rizco	157,582.00			157,582.00
Captain of Police	Scott	Golden	145,051.00		4,000.00	149,051.00
Lieutenant of Police	Thomas	Hammill	132,005.00		4,000.00	136,005.00
Lieutenant of Police	Gary	Panichella	132,005.00		4,000.00	136,005.00
Sergeant of Police	Richard	Abrams	118,875.00	3%	3,566.25	122,441.00
Sergeant of Police	Jason	Culver	118,875.00	3%	3,566.25	122,441.00
Sergeant of Police	Theodore	Haas	123,038.00		in base	123,038.00
Sergeant of Police	Ilan	Lancry	118,875.00	3%	3,566.25	122,441.00
Sergeant of Police	Joseph	Olarra	123,590.00		in base	123,590.00
Sergeant of Police	Derek	Wenskoski	122,955.00		in base	122,955.00
Police Officer	Sean	Bibby	50,966.00			50,966.00
Police Officer	Norman	Brown	110,282.00			110,282.00
Police Officer	Jose	Curbelo	110,282.00			110,282.00
Police Officer	Christopher	DeCosta	57,557.00			57,557.00
Police Officer	Sean	Garley	110,282.00			110,282.00
Police Officer	Kevin	Garrity	110,282.00			110,282.00
Police Officer	Alaina	Giles	57,557.00			57,557.00
Police Officer	Alaina	Giles	64,148.00			64,148.00
Police Officer	Mohab	Hannout	110,282.00			110,282.00
Police Officer	Sean	McGraw	110,282.00			110,282.00
Police Officer	Donald	Newton	114,404.00		in base	114,404.00
Police Officer	Brian	O'Mara	110,282.00			110,282.00
Police Officer	Gaetano	Palumbo	57,557.00			57,557.00
Police Officer	Gaetano	Palumbo	64,148.00			64,148.00
Police Officer	Theodore	Pardo	110,282.00	3%	3,308.46	113,590.00
Police Officer	John	Sachau, Jr	110,282.00			110,282.00
Police Officer	Kevin	Shiffner	57,557.00			57,557.00
Police Officer	Kevin	Shiffner	64,148.00			64,148.00
Police Officer	David	Soden	110,282.00			110,282.00

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Highland Park following are the names of the officers and employees of the Borough of Highland Park whose salaries are on an hourly basis:

Title	Name	2016	Longevity		2016 Total
		Hourly Rate	%	Amount	Hourly Rate

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Communications Liaison	Stacy	Kaplan	21.23			21.23
Finance Assistant	Daniel	Bianchini	15.00			15.00
Assistant to the Mayor	Beatrice	Adler	15.00			15.00
Adult Evening Programs/Sunday Bingo	Symone	Banks	10.40			10.40
Body Recall Instructor	Margaret	Coakley	14.28			14.28
Community Service Receptionist	Maria	Austin	14.46			14.46
Instructor	Donna	Fricke	32.94			32.94
Instructor	Jean	Romsted	15.00			15.00
Instructor	Beverly	Spool	35.00			35.00
PT Clerk Typist	Kimberly	McGraw	17.76			17.76
PT Medical Driver						
Substitute Medical Driver	Paul	Scharf	16.20			16.20
PT Public Safety Dispatcher	James	Hand	20.33			20.33
PT Public Safety Dispatcher	Moira	McNamara	20.33			20.33
PT Tax Assessor Clerk	Ashton	Burrell	20.29			20.29
Seasonal Recreation	Cameron	Petkov	8.50			8.50
Recreation Assistant	Dvir	Ravee	13.26			13.26
Seasonal Recreation	Vitale	Shaulov	8.50			8.50
Seasonal Recreation	Matthew	Sussman	8.50			8.50
Seasonal Recreation	Dondre	Wilburn	8.50			8.50
Seasonal Recreation	Travis	Leseur	8.38			8.38
Seasonal Recreation	Rebecca	Tayts	8.38			8.38
Seasonal Recreation	Noah	Pounter-Gamory	8.38			8.38
Seasonal Recreation	Dylan	Powell	8.38			8.38
Seasonal Recreation	Dylan	Boynton	8.38			8.38
Seasonal Recreation	James	Webb, Jr.	9.00			9.00
Clean Communities	Xavier	Hudgins	10.00			10.00
Clean Communities	Carla	Hartwick	10.00			10.00
Driver	James	Coleman	32.53			32.53
Driver	Edward	Corson	32.53			32.53
Equipment Operator	Thomas	Kohler	33.31			33.31
Driver	Michael	Milan	31.77			31.77
Meter Reader	David	Baldwin	18.88			18.88
Laborer	Frederick	Long	20.01			20.01
Laborer	James	Webb Sr.	20.01			20.01
Laborer	Antonio	Avila	16.72			16.72
Maintenance/Custodian	Ronald	Rowe	19.98			19.98
Driver	Robert	Cahill	31.77			31.77
Master Laborer	Mark	Rohan	25.96			25.96
Mechanic	Robert	West	34.07			34.07
Senior Laborer	Dennis	Chekenian	23.62			23.62
Senior Laborer	John	Geoghan	24.29			24.29
Senior Laborer	Jeffrey	Reap	24.46			24.46
Senior Laborer	Rudolph	Rohan	24.46			24.46
On-Call Firefighter	Andrew	Berardo	19.16			19.16
On-Call Firefighter	John	Byrne	19.16			19.16
On-Call Firefighter	Michael	Kersey	19.16			19.16
On-Call Firefighter	Scott	Kivet	19.16			19.16
On-Call Firefighter	Hector	Malave	19.16			19.16
On-Call Firefighter	Derek	Merrill	19.16			19.16
On-Call Firefighter	Kevin	Meehan	19.16			19.16
On-Call Firefighter	Lester	Rosenhouse	19.16			19.16
On-Call Firefighter	Norman	Shamy	19.16			19.16
On-Call Firefighter	Susan	Thiel	19.16			19.16
On-Call Firefighter	Lawrence	Thiel Jr	19.16			19.16
On-Call Firefighter	Keith	Thedinga	19.16			19.16
On-Call Firefighter	Thomas	Abraham	19.16			19.16
On-Call Firefighter	Jeffrey	Morris	19.16			19.16
Circulation Assistant	Grace	Lanaris	11.93			11.93
Circulation Assistant	Lauren	Uslan	29.61			29.61
Desk Assistant	Adam	Padavano	12.17			12.17
Library Assistant	Maria	Beck	16.14			16.14
Library Page	Emily	Lanaris	8.50			8.50
Library Page	Hye Min	Shin	8.50			8.50
Library Page	Claudia	Rondos	8.38			8.38
Library Page	Tiana	Rahi	8.38			8.38
Reference Librarian	Carla	Herniter	29.61			29.61
PT Crossing Guard	Gjejrane	Bijac	17.89			17.89
Substitute Crossing Guard	Elfrida	Gooding	17.89			17.89
Crew Leader						
Master Maintenance	Jose	Gonzalez	29.79			29.79

ORGANIZATION MEETING – JANUARY 5, 2016

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Finance Director forthwith.

The following resolution, introduced by the Finance Committee, was duly adopted as above.

No.1-16-21

WHEREAS, situations develop that require the appointment of special counsel to the Borough's Zoning Board of Adjustment and Planning Board; and

WHEREAS, the need for special counsel cannot always be anticipated and accordingly cannot be included in the budgets of the Borough and of the Boards; and

WHEREAS, while the Governing Body recognizes the independent authority of its local boards, efficient and financially responsible local government needs and requires the cooperation of and communication by and between the local boards and the Governing Body;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that prior to any local board of the Borough entering into an agreement for special counsel where the monetary amount exceeds that appropriated to the local board by the Governing Body, the Governing Body shall be notified of the following:

- (a) The reason said appointment is necessary;
- (b) The name of the special counsel;
- (c) The hourly rate to be received by the special counsel;
- (d) An anticipated budget for the services to be rendered by the special counsel;

and

BE IT FURTHER RESOLVED that no agreements for special counsel shall be entered into, until such time as the Governing Body has had an opportunity to review the requested information and approve the funds necessary to compensate special counsel; and

BE IT FURTHER RESOLVED that the Governing Body requests that, whenever possible, agendas be prepared so that matters requiring the attendance of both the appointed board attorney and the special counsel are not heard on the same evening; and

BE IT FURTHER RESOLVED that no compensation shall be paid to a board attorney who does not attend either a regular or special meeting of the board to which he or she is appointed; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be forwarded to the chairpersons, secretaries and attorneys of the Boards, and to the Borough's Finance Director.

The following resolution, introduced by the Council as a Whole, was duly adopted as above.

No.1-16-22

WHEREAS, it is critical that the Mayor and Council of the Borough of Highland Park strive to better communicate with teens living in the Borough of Highland Park; and

WHEREAS, there is a need to explore the unique issues related to teens living in the Borough of Highland Park; and

WHEREAS, there is a need to facilitate better communication between teens living in the Borough of Highland Park and the Mayor and Council of the Borough of Highland Park; and

WHEREAS, there is a need to facilitate involvement of teens living in the Borough of Highland Park in the Borough's government and local activities; and

WHEREAS, the Mayor and Borough Council wish to re-establish a Teen Advisory Committee ("TAC") for the year 2016 to explore the unique issues related to teens living in the Borough of Highland Park, foster better communication with teens living in the Borough of Highland Park and facilitate more teen involvement in the Borough of Highland Park; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highland Park as follows:

A. Mission

The purpose of the TAC of the Borough of Highland Park shall be to explore the unique issues of teens throughout the Borough and to include teens as active participants in the Borough's activities including, but not limited to:

1. Developing a "Teen Classified" section on the Borough's website to assist teens with Summer and part-time employment opportunities; and
2. Presenting recommendations at Borough Council meetings.

B. Membership & Organization

1. The TAC shall be comprised of an Executive Committee and a General Membership as follows:
 - a. The Executive Committee shall be comprised of seven (7) members:
 - i. Two (2) of the seven (7) members shall be adult advisors appointed by the Mayor during the term of the Mayor's Office; and
 - ii. The remaining five (5) members shall be chosen by a majority vote of the General Membership.
 - b. The General Membership shall be comprised of teen and adult volunteers, who may apply for membership at the Borough of Highland Park's Borough Hall.

C. Term

The term of office for members of the Executive Committee shall be as follows:

1. A term of two (2) years for the two (2) adult supervisors appointed by the Mayor to the Executive Committee, to serve until the appointment and qualification of their successors; and
2. A term of two (2) years for two (2) of the remaining five (5) members of the Executive Committee, elected by the General Membership, to serve until the election and qualification of their successors; and
3. A term of one (1) year for three (3) of the remaining five (5) members of the Executive Committee, elected by the General Membership, to serve until the election and qualification of their successors.

D. Duties

ORGANIZATION MEETING – JANUARY 5, 2016

The TAC shall administer, plan, and manage the teen and youth initiatives of the Borough of Highland Park. The TAC shall be a strictly advisory body with no power to regulate or promulgate rules and regulations. The Executive Committee shall report to the Council of the Borough of Highland Park on a regular basis regarding the TAC's activities.

Mayor Brill Mittler re-established the Mayor's Wellness Campaign Committee and the Community Emergency Response Team for 2016.

Mayor Brill Mittler appointed the following to serve as Professionals for 2016:

<u>NAME</u>	<u>POSITION</u>
Edwin Schmierer, Esq.	Borough Attorney
Martin Allen, Esq.	Tax Appeal Attorney
Arthur Thibault, Esq.	Labor Attorney
Andrew Hodulik	Borough Auditor
Patrick Bradshaw	Borough Prosecutor
Wilentz, Goldman & Spitzer	Bond Counsel
Francesco Taddeo	Public Defender
David J. Samuel	Borough Engineer
Jeffrey Surenian	Special COAH Attorney
Phillip Caton	Special Planner

On motion made by Councilwoman Welkovits, seconded by Councilman George, the above appointments were confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Walsh, Welkovits.

Opposed: None.

Absent: None.

Mayor Brill Mittler appointed the following to serve as Professionals for 2016 for a 60 day term:

<u>NAME</u>	<u>POSITION</u>
Allen Schectel	Borough Planner

On motion made by Councilwoman Welkovits, seconded by Councilman George, the above appointment was confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Walsh, Welkovits.

Opposed: None.

Absent: None.

Mayor Brill Mittler appointed the following to serve with terms to expire December 31, 2016:

<u>NAME</u>	<u>POSITION</u>
Tracey Horan	Court Administrator
Linda Simmons	Deputy Court Administrator
Jennifer Santiago	Deputy Borough Clerk
Lt. Gary Panichella	ADA Coordinator
Joshua Fine	Council Rep., Library Board of Trustees

On motion made by Councilwoman Welkovits, seconded by Councilwoman Foster-Dublin, the above appointments were confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Walsh, Welkovits.

Opposed: None.

Absent: None.

Mayor Brill Mittler appointed Padraic Millet to serve as the Mayor's Designee on the Planning Board for a term to expire December 31, 2016.

Mayor Brill Mittler appointed Helen Rovner to serve as the Mayor's Alternate on the Library Board of Trustees for a term to expire December 31, 2016.

NO CONFIRMATION NECESSARY

Mayor Brill Mittler appointed the following to serve for terms to expire July 1, 2019:

<u>NAME</u>	<u>COMMITTEE</u>
Wayne Watkis	Board of Adjustment
Dana Korbman	Board of Adjustment
Wolfram Hoefler	Board of Adjustment

Mayor Brill Mittler appointed the following to serve for terms to expire July 1, 2017:

<u>NAME</u>	<u>COMMITTEE</u>
Alexander Kemeny, Alt. #3	Board of Adjustment
Stan Fessant, Alt. #1	Board of Adjustment

Mayor Brill Mittler appointed the following to serve for terms to expire January 1, 2019:

<u>NAME</u>	<u>COMMITTEE</u>
David Weissman	Board of Health
Kenneth Sachs	Board of Health

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2016:

<u>NAME</u>	<u>COMMITTEE</u>
Carl Wilson	Cable TV Advisory Committee

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2016:

<u>NAME</u>	<u>COMMITTEE</u>
Carl Wilson	Library Board of Trustees

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2018:

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<u>NAME</u>	<u>COMMITTEE</u>
Joseph Olarra	Deputy Coordinator – OEM

Mayor Brill Mittler appointed the following to serve for terms to expire March 2, 2018:

<u>NAME</u>	<u>COMMITTEE</u>
Ed Rockoff	Commission for Universal Access
Kim Kershaw	Commission for Universal Access
Debbie Hehir	Commission for Universal Access
Timothy Stark, Alt. #1	Commission for Universal Access
Jan Verstraete, Alt. #2	Commission for Universal Access

Mayor Brill Mittler appointed the following to serve for terms to expire April 1, 2018:

<u>NAME</u>	<u>COMMITTEE</u>
Florence Hoffman	Council on Aging
Loleta Mitchell	Council on Aging
Rhoda Goldstein	Council on Aging
Ann Glatt	Council on Aging

Mayor Brill Mittler appointed the following to serve for terms to expire April 1, 2017:

<u>NAME</u>	<u>COMMITTEE</u>
Celia Diamond	Council on Aging

Mayor Brill Mittler appointed the following to serve with terms to expire December 31, 2016:

<u>NAME</u>	<u>COMMITTEE</u>
Jon Erickson	CDBG Advisory Committee
Edward Prince	CDBG Advisory Committee
Sheila Highsmith	CDBG Advisory Committee
Sheryl Magaziner	CDBG Advisory Committee
Rebecca Hersh	CDBG Advisory Committee
Gwen Cerasoli	CDBG Advisory Committee
Deborah Morgan	CDBG Advisory Committee
Thomas Hammill, Police Dept. Rep.	Emergency Management Council
Linda Hoefele	Emergency Management Council
Kathleen Kovach	Emergency Management Council
Donald Rish	Emergency Management Council
Scott Brescher	Emergency Management Council
Janice Ballou	Community Food Pantry
Monica Day	Community Food Pantry
Andrea Greenberg-Horowitz	Community Food Pantry
Susan Powell	Community Food Pantry
Laurel Kornfeld	Community Food Pantry
Lynne Platt	Community Food Pantry
Carlie Andrews	Community Food Pantry
Susan MacKinnon	Community Food Pantry
Deborah Convery	Community Food Pantry
Bruce Bush	Community Food Pantry
Evelyn Sedehi	Community Food Pantry
Nancy Lord	Community Food Pantry
Alex Warner	Community Food Pantry
Miriam Lefkowitz, Alt.	Community Food Pantry
Kathi Lombardi, Alt.	Community Food Pantry
Greg Trevor	Recreation Advisory Committee
Micky Landis	Recreation Advisory Committee
Jerri Aversa	Recreation Advisory Committee
Bob Butters	Recreation Advisory Committee
Debbie Hehir	Recreation Advisory Committee
Kenneth Haskins	Recreation Advisory Committee
Kathie Pace	Recreation Advisory Committee
Donald Gatling	Recreation Advisory Committee
Jay Weinberg	Recreation Advisory Committee
Stephen Mittler	Recreation Advisory Committee
Carol Avelsgaard	Shade Tree Advisory Committee
Aileen Coffey	Shade Tree Advisory Committee
Roseann Cala	Shade Tree Advisory Committee
Karen Swaine	Shade Tree Advisory Committee
Belinda Beetham	Shade Tree Advisory Committee
Harvey Klee	Shade Tree Advisory Committee
Mary Denver	Shade Tree Advisory Committee
Mike Ross	Shade Tree Advisory Committee
Roseanne Baruh	Shade Tree Advisory Committee
Mary Ann Allard	Shade Tree Advisory Committee
Leann Cosley Richardson	Employee Safety Committee
Stephen Rizco	Employee Safety Committee
Donald Rish	Employee Safety Committee
Edward Corson	Employee Safety Committee
Shayne SantaLucia	Employee Safety Committee
Renee George	Employee Safety Committee
Jay Littman	Employee Safety Committee
Brian O'Mara	Employee Safety Committee

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Kim McGraw	Employee Safety Committee
Lara Arp	Municipal Alliance
Lisa Berman	Municipal Alliance
Irene Marx	Municipal Alliance
Kim McGraw	Municipal Alliance
Maria Austin	Municipal Alliance
Rev. Seth Kaper-Dale	Municipal Alliance
Ptl. Jose Curbelo, Police Chief Designee	Municipal Alliance

Mayor Brill Mittler appointed the following to serve for terms to expire January 1, 2021:

<u>NAME</u>	<u>COMMITTEE</u>
Jeffrey Zajac	Ethics Board
Linda Tondow	Ethics Board

On motion made by Councilwoman Welkovits, seconded by Councilwoman Foster-Dublin, the above appointments were confirmed by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Walsh, Welkovits.

Opposed: None.

Absent: None.

Mayor Brill Mittler appointed the following to serve for terms to expire December 31, 2016:

<u>NAME</u>	<u>COMMITTEE</u>
Cliff Lacey	Mayor's Wellness Campaign
David Seigman	Mayor's Wellness Campaign
Justin Footerman	Mayor's Wellness Campaign
Ptl. Gaetano Palumbo	Mayor's Wellness Campaign
Donald Corr	Mayor's Wellness Campaign
Michele Kornblum	Mayor's Wellness Campaign
Josephine Jover	Sustainable Highland Park
Irene Marx	Sustainable Highland Park
Allan Williams	Sustainable Highland Park
Tina Weishaus	Sustainable Highland Park
Andy Benesch	Sustainable Highland Park
Hagit Mano	Sustainable Highland Park
Randy Solomon	Sustainable Highland Park
Wendy Rosen	Sustainable Highland Park
Halley Conrad	Sustainable Highland Park
Sara Leibau	Sustainable Highland Park
Alex Casey	Sustainable Highland Park
Joanna Joseph	Community Emergency Response Team
Elissa Kaplan	Community Emergency Response Team
Pamala Plastock	Community Emergency Response Team
Brian Douches	Community Emergency Response Team
Roberto Munoz	Community Emergency Response Team
Shari Larsen	Community Emergency Response Team
Paul Scharf	Community Emergency Response Team
Susan Winter	Community Emergency Response Team
David Larsen	Community Emergency Response Team
Bruce Nadler	Community Emergency Response Team
Ann-Sheryl White	Community Emergency Response Team
Nancy Wolf	Community Emergency Response Team

Mayor Brill Mittler appointed Scott Brescher to serve as the Borough Official Member of the Planning Board for a term to expire January 1, 2017.

Mayor Brill Mittler appointed Daniel Larkins as the Alternate #2 Member of the Environmental Commission for a term to expire April 1, 2018.
NO CONFIRMATION NECESSARY

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilman Fine, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Walsh, Welkovits.

Opposed: None.

Absent: None.

No. 1-16-23

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Councilperson Philip George be and is hereby appointed as Council member of the Planning Board for a term expiring December 31, 2016.

The following resolution, introduced by the Council as a Whole, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilman Fine, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Walsh, Welkovits.

Opposed: None.

Absent: None.

No. 1-16-24

BE IT RESOLVED by the Borough Council of the Borough of Highland Park that Councilperson Jon Erickson shall be and is hereby appointed to represent the Highland Park Governing Body as a

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member of the Middlesex County Housing and Community Development Committee for a term expiring December 31, 2016.

The following resolution, introduced by the Finance Committee, was duly adopted on motion made by Councilwoman Welkovits, seconded by Councilman George, and carried by the following roll call vote, to wit:

Ayes: Councilpersons Erickson, Fine, Foster-Dublin, George, Walsh, Welkovits.

Opposed: None.

Absent: None.

No. 1-16-25

WHEREAS, Section 19 of the Local Budget Law, NJSA 40A:4-19, provides that where contracts, commitments or payments are to be made prior to the final adoption of the 2016 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and the time therein provided, and

WHEREAS, the date of the adoption of this resolution is within the first thirty days of January, 2016; and

WHEREAS, 26.25 percent of the total appropriation in the 2015 General Operating and Water and Sewer Budgets exclusive of any appropriations made for debt service, capital improvements fund and any statutory or contractual obligations is the sum of Three Million, Nine Hundred, Thirteen Thousand, Nine Hundred Ninety-four Dollars and Four Cents (\$3,913,994.04); and

WHEREAS, the Temporary Operating and Water and Sewer Budgets for 2016, excluding any appropriations made for debt service, capital improvement fund and any statutory or contractual obligation is Three Million, Nine Hundred Two Thousand, Seven Hundred Forty-four Dollars and Four Cents (\$3,902,744.04); and

WHEREAS, the 2016 Temporary Operating and Water and Sewer Budgets inclusive of debt services, capital improvement fund and any statutory or contractual obligations is the sum of Five Million, Thirty-three Thousand, Seven Hundred Forty-four Dollars and Forty-four Cents (\$5,033,744.44);

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park that the attached temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer of the Borough.

		2016
	Account Number	TEMPORARY BUDGET
MAYOR & COUNCIL		
Salaries & Wages	20-110-1	8,259.00
Other Expenses	20-110-2	2,100.00
BOROUGH ADMINISTRATION		
Salaries & Wages	20-100-1	20,011.00
Other Expenses	20100-2	4,575.00
MUNICIPAL CLERK		
Salaries & Wages	20-120-1	35,455.75
Other Expenses	20-120-2	2,462.50
INFORMATION TECHNOLOGY		
Salaries & Wages	20-140-1	15,750.00
Other Expenses	20-140-2	20,000.00
CENTRAL SERVICES		
Other Expenses	20-316-2	18,875.25
MOTOR POOL		
Salaries & Wages	26-315-1	17,716.50
Other Expenses	26-315-2	33,250.00
FINANCIAL ADMINISTRATION		
Salaries & Wages	20-130-1	29,529.50
Other Expenses	20-130-2	30,000.00
AUDIT SERVICES		
Other Expenses	20-135-2	0.00
TAX ASSESSMENT		
Salaries & Wages	20-150-1	8,875.75
Other Expenses	20-150-2	4,090.00
TAX COLLECTION		
Salaries & Wages	20-145-1	27,749.75
Other Expenses	20-145-2	3,875.00
LEGAL SERVICES		
Other Expenses	20-155-2	60,000.00
ENGINEERING & PLANNING		
Other Expenses	20-165-2	6,625.00
BUILDING & GROUNDS		
Salaries & Wages	26-310-1	10,389.50
Other Expenses	26-310-2	8,200.00
ENVIRONMENTAL COMMISSION		
Other Expenses	27-335-2	425.00
PLANNING BOARD		

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Other Expenses	21-180-2	10,875.00
ZONING BOARD OF ADJUSTMENT		
Other Expenses	21-185-2	4,275.00
HUMAN RIGHTS COMMISSION		
Other Expenses	21-191-1	763.75
CABLE TELEVISION		
Other Expenses	30-411-2	2,125.00
MUNICIPAL COURT		
Salaries & Wages	43-490-1	51,818.75
Other Expenses	43-490-2	3,301.25
PUBLIC DEFENDER		
Salaries & Wages	43-495-1	1,500.00
FIRE DEPARTMENT		
Salaries & Wages	25-265-1	42,500.00
Other Expenses	25-265-2	14,742.50
POLICE DEPARTMENT		
Salaries & Wages	25-240-1	854,096.25
Other Expenses	25-240-2	36,593.75
POLICE DISPATCH/911		
Salaries & Wages	25-250-1	52,751.25
Other Expenses	25-250-2	625.00
PROSECUTOR'S OFFICE		
Salaries & Wages	25-275-1	8,500.00
Other Expenses	25-275-2	0.00
FIRST AID		
Contribution	25-260-2	6,500.00
OFFICE OF EMERGENCY MANAGEMENT		
Other Expenses	25-252-2	1,584.50
BOARD OF HEALTH		
Other Expenses	27-330-2	325.00
COMMUNITY SERVICES - AGING		
Salaries & Wages	28-371-1	54,859.75
Other Expenses	28-371-2	5,337.50
COMMUNITY SERVICES - RECREATION		
Salaries & Wages	28-370-1	4,150.00
Other Expenses	28-370-2	500.00
PUBLIC WORKS		
Salaries & Wages	26-290-1	254,321.25
Other Expenses	26-290-2	26,000.00
COMMUNITY & ECONOMIC DEVELOPMENT		
Other Expenses	20-170-2	13,750.00
ARTS COMMISSION		
Other Expenses	28-374-2	187.50
SHADE TREE COMMITTEE		
Other Expenses	28-375-2	625.00
UNIFORM CONSTRUCTION CODE		
Salaries & Wages	22-195-1	99,791.25
Other Expenses	22-195-2	2,037.50
COMMUNICATIONS		
Salaries & Wages	20-105-1	22,936.00
Other Expenses	20-105-2	4,682.50
UNCLASSIFIED		
Gasoline	31-460-2	30,000.00
Electricity & Gas	31-430-2	41,250.00
Telephone & Telegraph	31-440-2	15,475.00
Street Lighting	31-435-2	33,750.00
Sanitary Landfill	32-465-2	200,000.00
Accumulated Sick & Vacation	30-415-1	0.00
STATUTORY EXPENDITURES		
Social Security System	36-472-2	81,500.00
Unemployment Compensation Insurance	23-225-2	0.00
INSURANCE		
General Liability/Workers Compensation	23-211-2	88,281.25
Employee Group Health	23-220-2	300,000.00
LIBRARY		
Library S & W	29-390-1	148,253.00
Library OE	29-390-2	92,497.50

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GARBAGE COLLECTION		
Apartment Collection	26-305-2	0.00
LOSAP		
Other Expenses	25-265-2	0.00
INTERLOCAL MUNICIPAL SERVICE AGREEMENTS		
County Health Services OE	42-401-2	10,750.00
M.C.I.A. RECYCLING		
Other Expenses	42-402-2	2,250.00
ANIMAL CONTROL SERVICES		
Other Expenses	27-340-2	4,750.00
SUBTOTAL		
GRANTS		
NJ Sustainable		0.00
EPA Cherry Hill		0.00
Municipal Alliance		0.00
County Message Board		0.00
Outreach		0.00
NJ DDEF		0.00
Recycling MCIA Grant		0.00
Smart Growth		0.00
Clean Communities		0.00
Subtotal		
CAPITAL IMPROVEMENT FUND	44-901-2	\$ 0.00
STATUTORY EXPENDITURES (OUTSIDE OF CAP)		
Public Employees' Retirement System	36-471-2	0.00
PFRS Other Expenses	36-475-2	0.00
DEBT SERVICE		
Bond Principal	45-920-2	400,000.00
BAN Principal	45-925-2	0.00
Interest on Bonds	45-930-2	100,000.00
Interest on Notes	45-935-2	0.00
Lease Agreement	45-950-2	75,000.00
EDA Loan	45-955-2	0.00
EMERGENCY APPROPRIATION	46-870-2	0.00
SPECIAL EMERGENCY	46-875-2	0.00
RESERVE FOR TAX APPEAL	46-876-2	0.00
RESERVE FOR UNCOLLECTED TAXES	50-899-2	0.00
Grand Total		3,574,026.50

WATER & SEWER

	2016
	TEMPORARY
	BUDGET
OPERATING	
Salaries & Wages	\$ 91,437.94
Other Expenses	\$ 549,780.00
Middlesex County MUA	\$ 262,500.00
CAPITAL IMPROVEMENTS	
Capital Outlay	\$ -
DEBT SERVICE	
Payment of Bond Principal	\$ 420,000.00
Interest on Bonds	\$ 96,000.00
Interest on Notes	\$ -
DEP Waste Water Loan Repayment	\$ -
STATUTORY EXPENDITURES	
Public Employees' Retirement System	\$ 15,000.00
Social Security System	\$ 25,000.00
Deferred Charges	
TOTAL	\$ 1,459,717.94

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Mayor Brill Mittler opened the meeting for public discussion and called upon all those wishing to speak to identify themselves.

Charlie Kratovil, New Brunswick, commented that he came to observe the swearing in of Jim Walsh. He asked about the need for resolution No. 1-16-21. The Borough Attorney noted that the resolution is a preventative resolution for the Planning Board and Zoning Board. It directs those Boards to come back to the Governing Body if they need additional funds.

No one else appearing to be heard, Mayor Brill Mittler closed the public discussion.

There being no further business, on motion made by Councilwoman Welkovits, seconded by Councilman George, and carried by affirmative voice vote of all Councilpersons present, the meeting adjourned at 9:10 PM.

Respectfully submitted,

Joan Hullings
Borough Clerk